The Scottish Parliament
Pàrlamaid na h-Alba

Citizens' Panel reviewing the Climate Change (Scotland) Act

Date
March 2024

Presented by
Participation and Communities Team

Table 1

Rosie Deane
Karen Adam
Scott Louise

Table 2

Kevin
Annie Fiona
Lorraine Stuart

Table 3

Alexander
Heather Kenny
Rachel Grace

Table 4

Anne David
Elil Alessia
Bill

Welcome to the Scottish Parliament!

Friday 1 March: Tonight's agenda

18.00 - 18.30 Arrival – buffet meal

18.30 - 19:30 Reviewing the evidence & agreeing on themes

19.30 - 19.40 Tea & coffee break

19.40 - 20:40 Meta planning themes, Explain decision making process & Session 16 overview

20.40 – 20.45 Summing up and arrangements for morning

20.45 Close and escort back to hotel

What is the question we are answering?

How effective has the Scottish Government been at engaging the public on climate change and Scotland's climate change targets?

What else (if anything) could the Scottish Government do to inform and involve the public to help meet Scotland's climate change targets?

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Process

PLAN

Random Selection Recruitment → Stewarding Board & Question → Information & Evidence Provision

RUN

Getting the group working together → Learning Phase → Deliberation

DECIDE & REPORT

Consensus Based Decision Making → Recommendations → Passed on to Committee and used to hold government to account

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Process

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Consensus Based Decision Making → Recommendations → Passed on to Committee and used to hold government to account

Deliberation Tips

- Focus on **facts** and **evidence**, not just opinions
- Challenge evidence and each other in a **constructive** way
- **Compare** evidence to help **find common ground**
- Consider evidence with an **open mind and remove pre-conceived ideas**
- **Keep in mind the question** when considering evidence in order to come up with appropriate recommendations
- Consider a **variety of evidence**, including lived experience
- **Consider sources and be aware of bias**
- **Avoid binary perspective**

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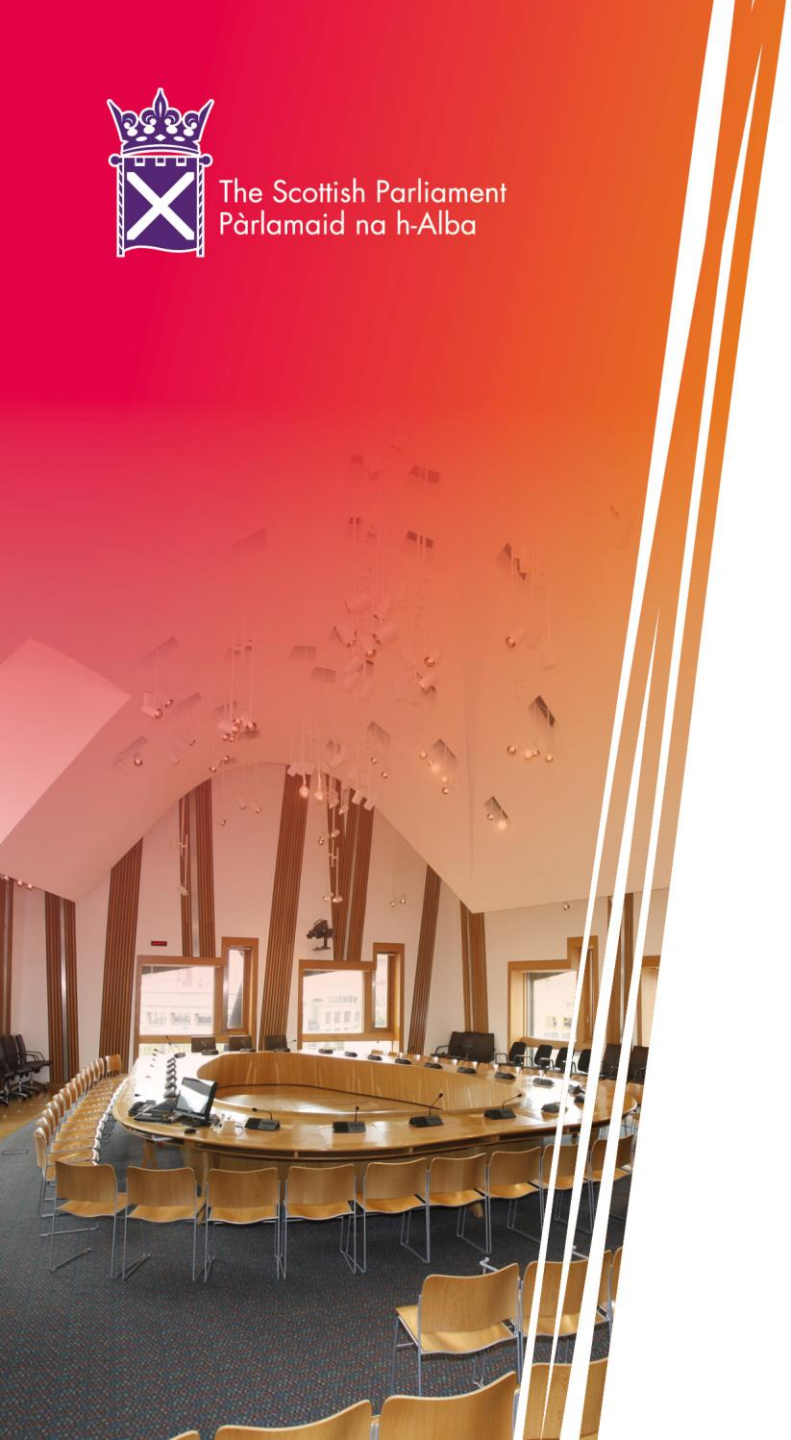

Reviewing Evidence & Agreeing on Themes

Evidence wall is there to jog memory, it is not an exhaustive list of all evidence taken.

Strength is that whole group will have each remembered key information that will help you answer question and make recommendations.

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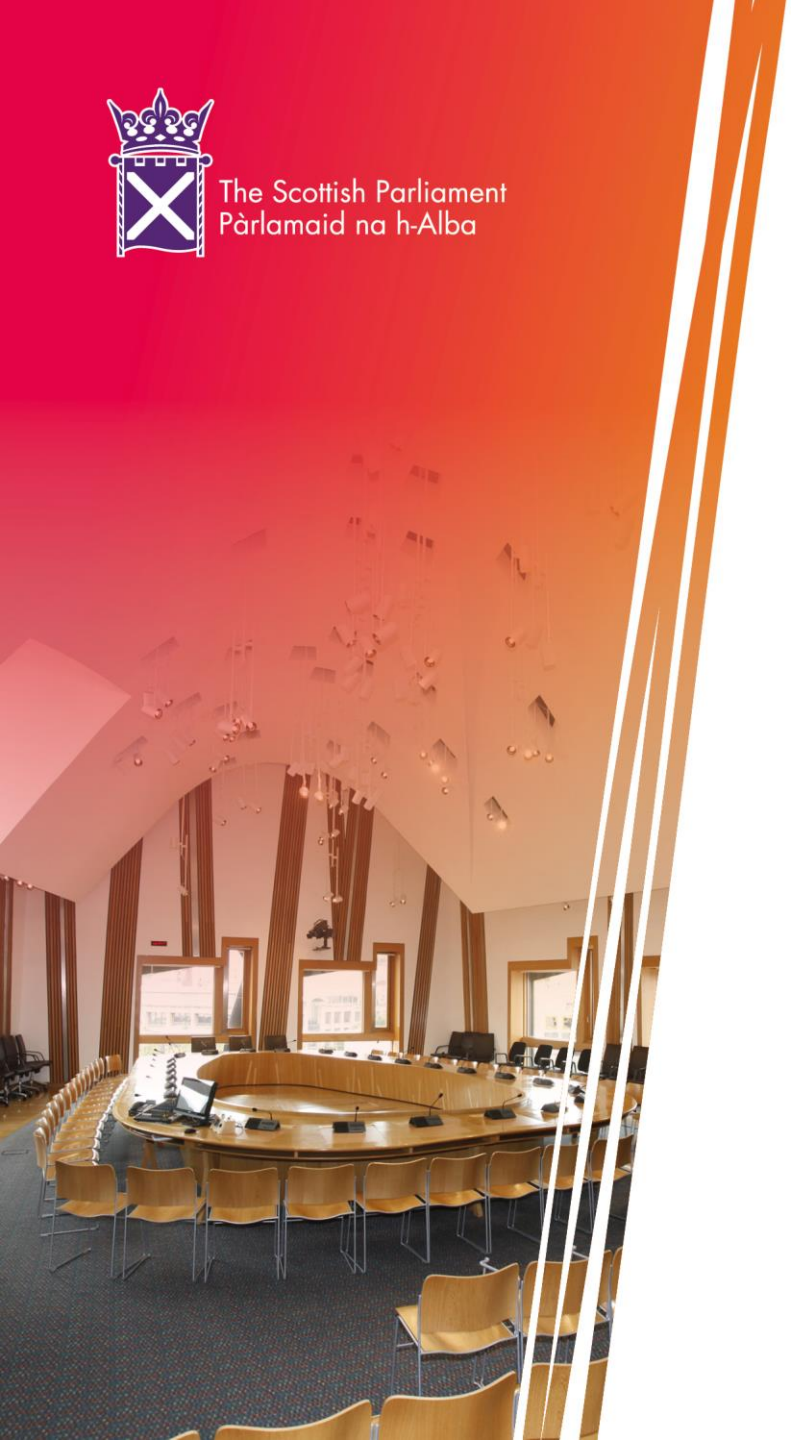

Reviewing Evidence & Agreeing on Themes

Why themes?

We are writing a report to the Committee. Themes help us organise our thoughts and recommendations and make it easy for MSPs to understand the recommendations.

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Scottish Parliament Citizens on COVID-19

Pannal Saoranaich Pàrlamaid Alba air COVID-19

18th February 2021

Recommendations

Introduction

We urge the Scottish Government to define its COVID-19 strategy in 2021. In the past year, COVID-19 has led to the loss of life, long-term health complications with 'long COVID' and other health impacts; as well as economic and social harms. It is therefore important that we urgently learn lessons and good practice from the past year for our response to COVID-19 moving forward.

The four harms of COVID-19

The Scottish Government should prioritise the direct harms (harm number 1) caused by COVID-19 and should focus their strategy on stopping the spread of the virus. We have considered the 'four-harms' approach as a means to evaluate the Scottish Government's response to Covid-19. We think that the direct harms caused by Covid-19 must be tackled urgently in order to reduce the impact of all the other harms.

Action to mitigate against the direct harms of COVID-19

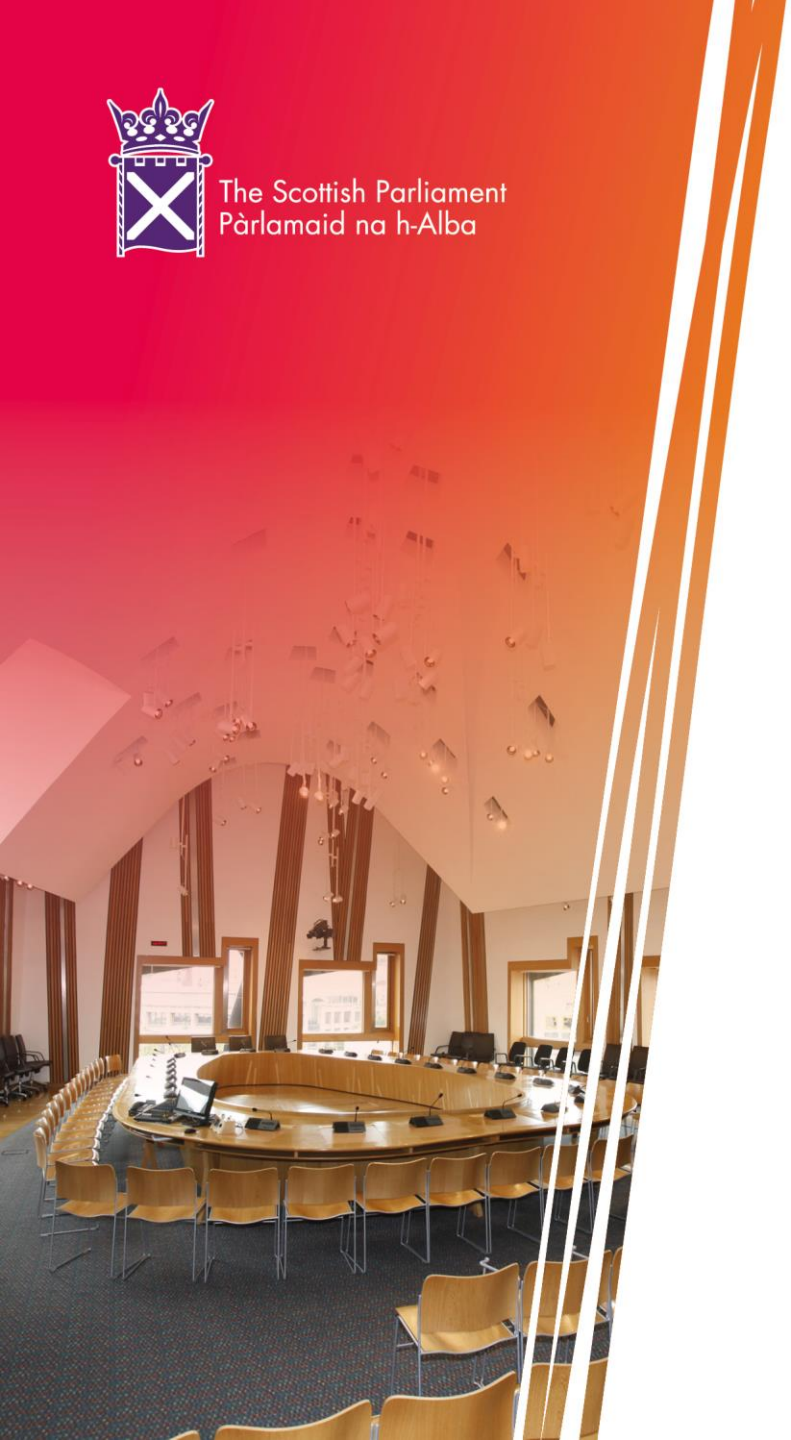
The Scottish Government's strategy for 2021

The Scottish Government should implement an elimination strategy as far as possible in 2021 and where this is not feasible should aim for maximum suppression of the virus.

We recommend that the Scottish Government should clearly state its aims, including what it considers to be an acceptable level of infection in the population for its strategy to be effectively implemented and evaluated.

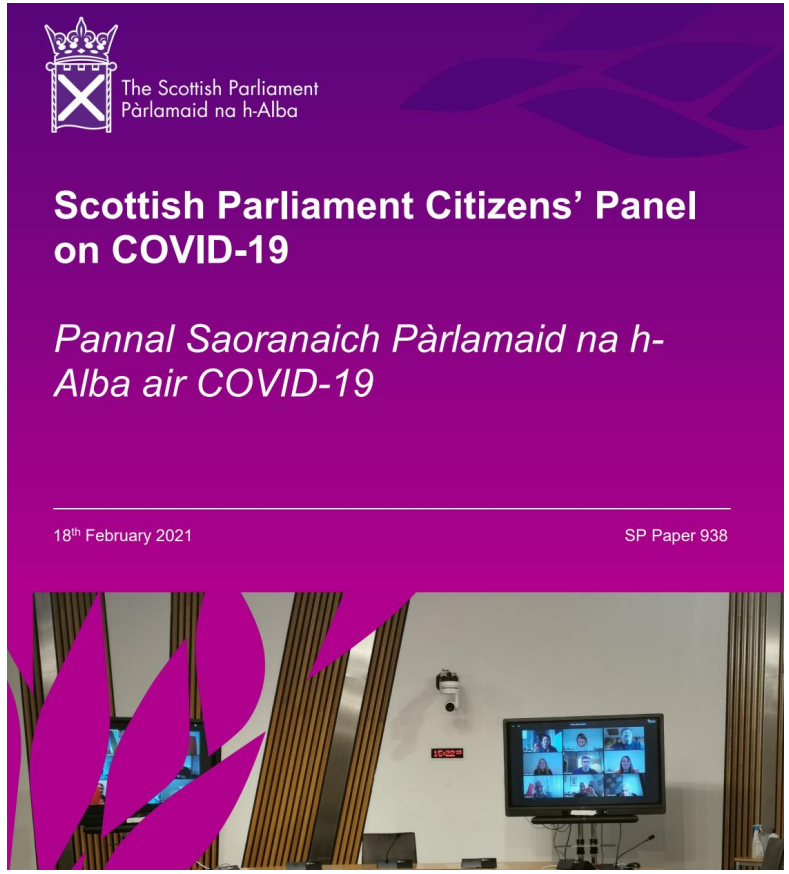
Collective statement answering the general question

Moving on to themes…



Themes from Covid-19 Panel

- Learning from other countries
- Implementing lessons learned
- Public Health Restrictions
- Communication
- Travel
- Vaccines
- Health and Wellbeing
- Education
- Young People
- Green Recovery
- Public Transport
- Economy



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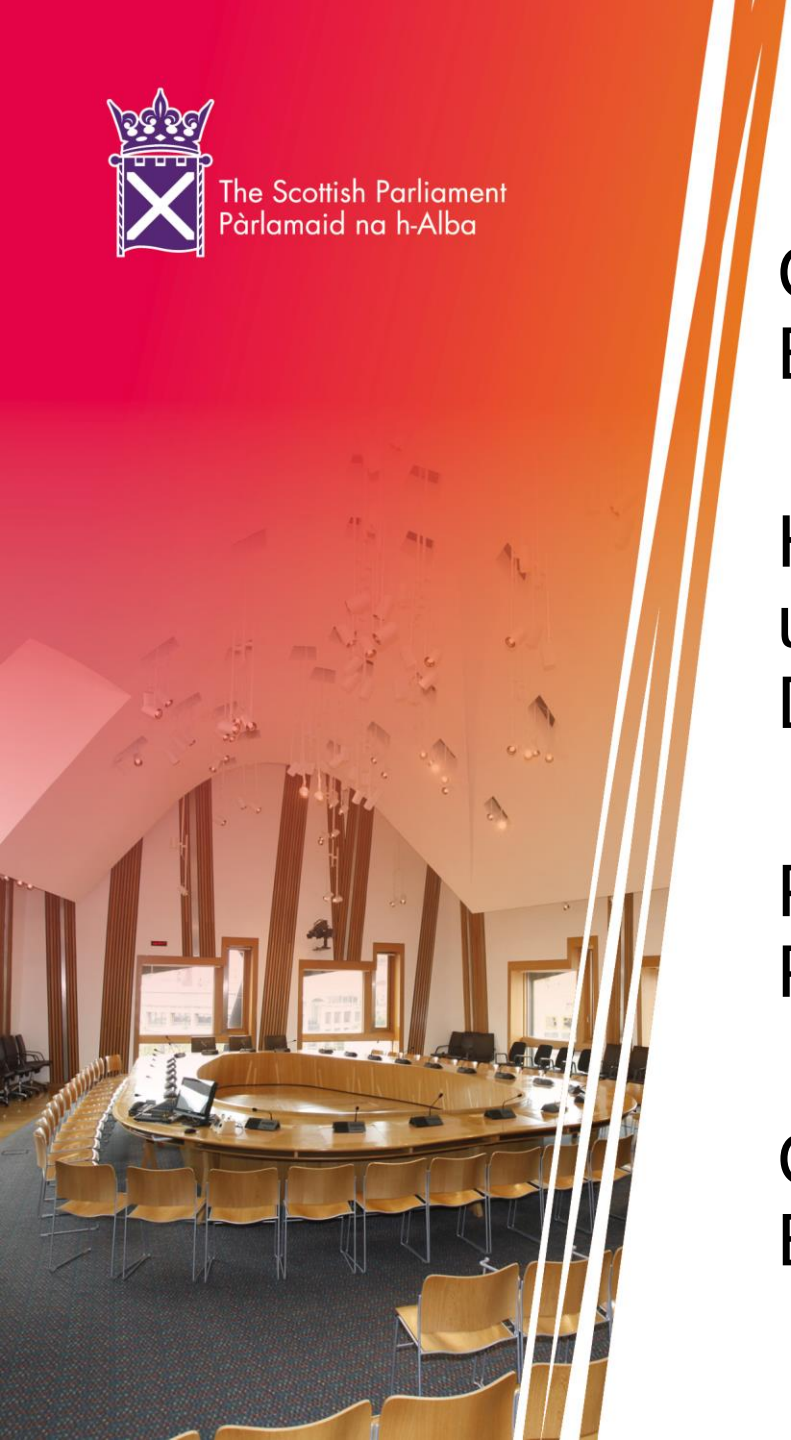


Themes from People's Panel on Participation

Community Engagement

How the Parliament uses Deliberative Democracy

Public involvement in Parliamentary business

Communication and Education

Recommendations

The Panel agreed on 17 recommendations in total, along the themes of community engagement, how the Parliament uses deliberative democracy, public involvement in Parliamentary business, and community and education. Some of these recommendations stands alone, and others have further sub-recommendations and explanations which support the aim of the main recommendation or suggest how it might be taken forward.

Community Engagement

1. Remove barriers to participation so that everyone has an equal opportunity to be involved in the work of the Parliament.

Follow up on previous research by researching different methods of engagement, who they work for, and the resource that is needed to use these methods.

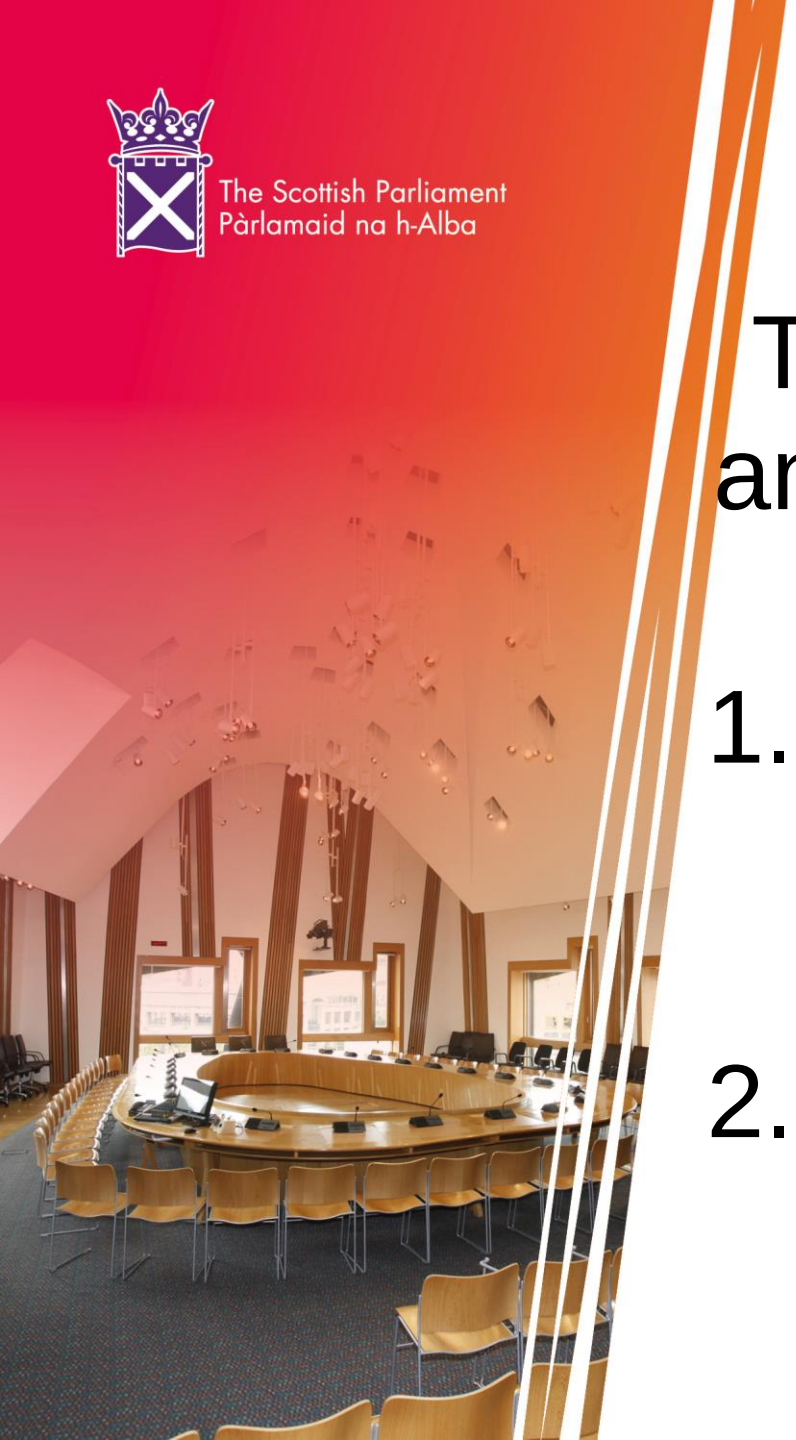
Apply research to use different engagement methods to reach the whole of

58

Citizen Participation and Public Petitions Commi
Public Participation in the Scottish Parliament, 2nd Report, 2022 (Sessio

society, including non-digital and digital approaches.

Be mindful of solutions to reach all parts of society - work together with people to identify and create appropriate engagement methods for start to finish inclusion. Innovations like citizens' panels are good but be careful for how costly they are and how they may not engage people with other responsibilities or concerns such as child caring responsibilities, those on low incomes, those who don't have flexibility around work.



Reviewing Evidence & Agreeing on Themes

Take 25 minutes review evidence wall, any notes you have, and online platform

1. 10 minutes to group themes and any emerging recommendation ideas

2. 10 minutes to put themes on sticky wall

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Reviewing Evidence & Agreeing on Themes

AGREE THEMES ON YELLOW CARDS

THEMES

Recommendation ideas

ANY IDEAS FOR RECOMMENDATIONS UNDER THEMES ON WHITE CARDS

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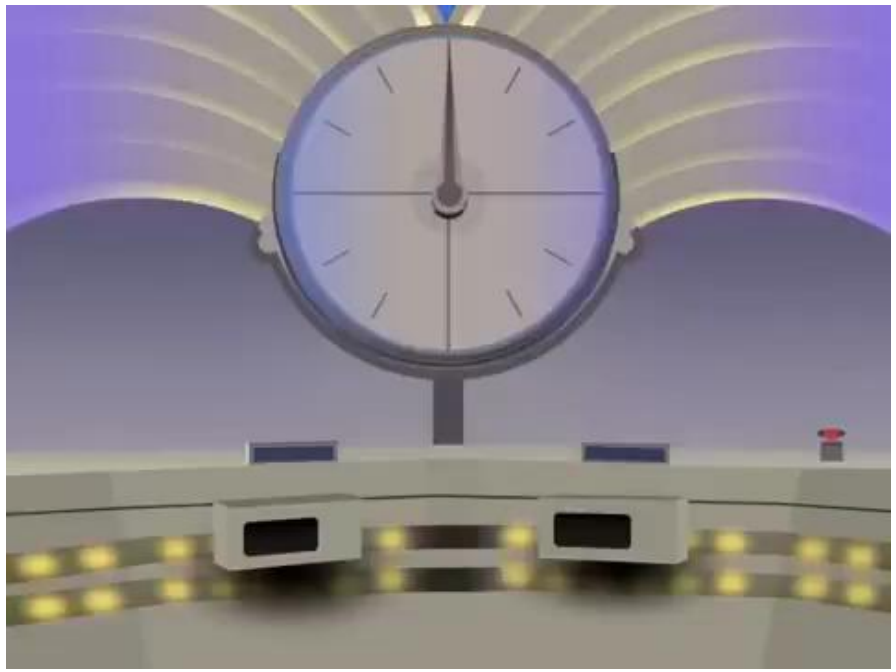
Get ready to organise your themes and ideas



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Time for a break

10 minutes

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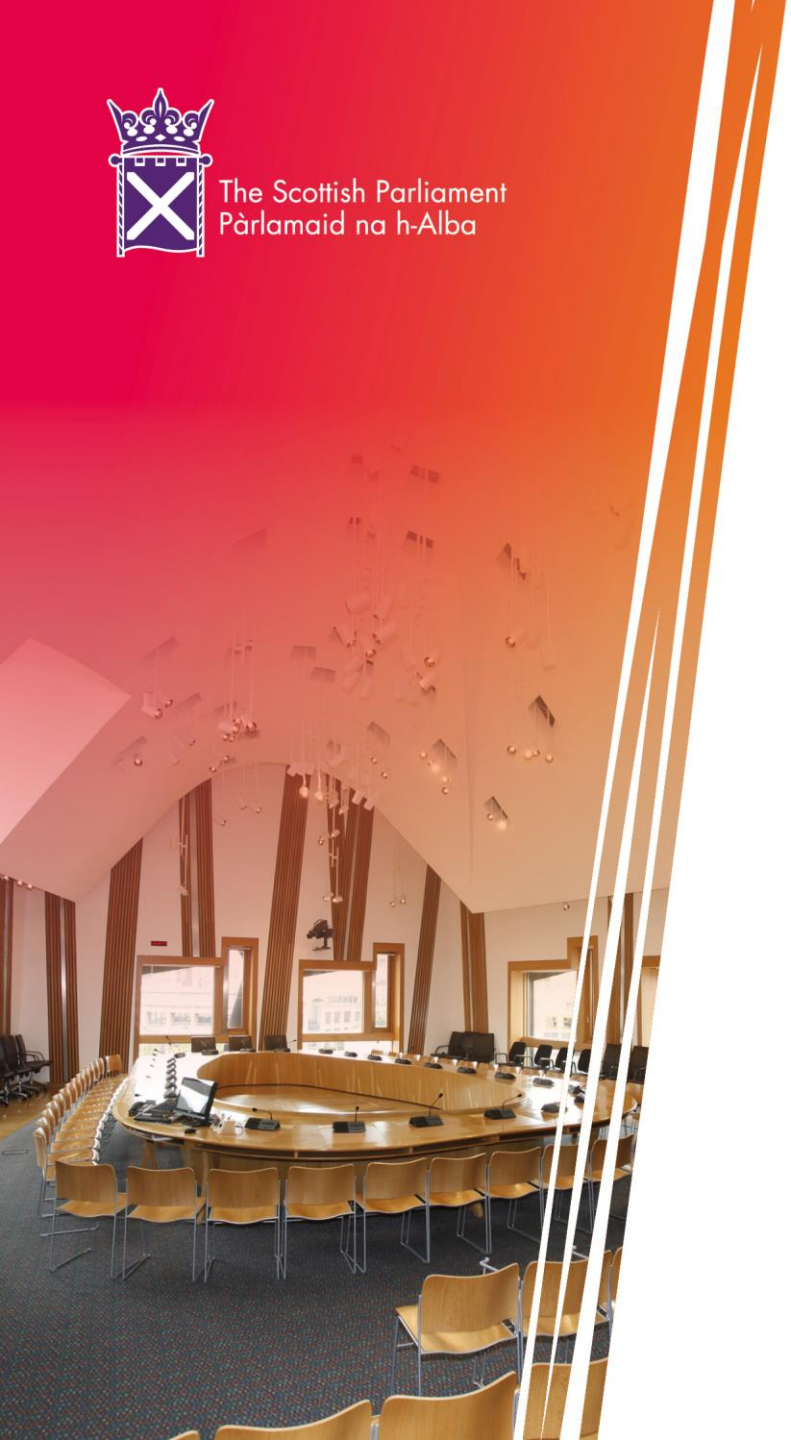

Reviewing Evidence & Agreeing on Themes

THEMES

Recommendation ideas

Agreeing Themes

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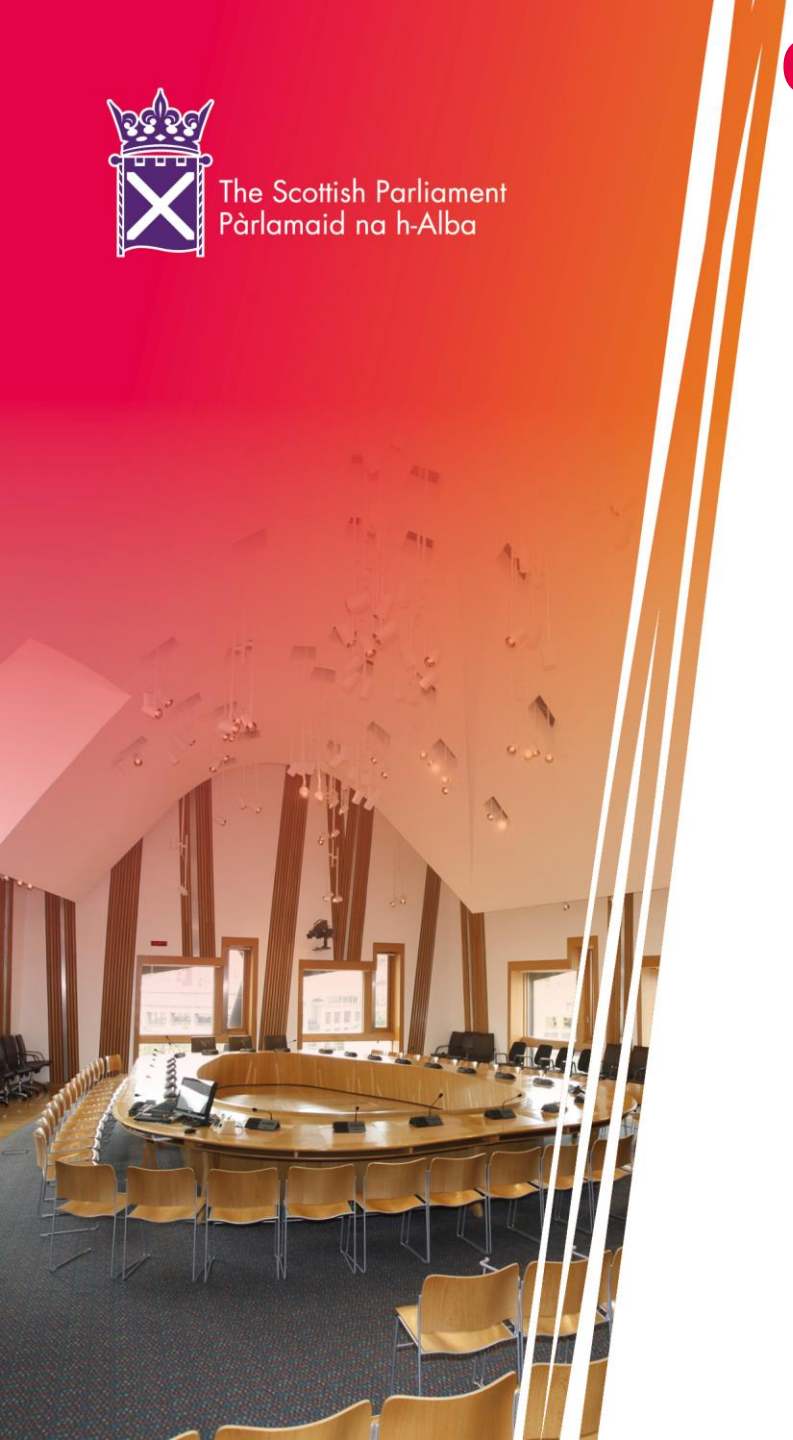

Consensus does not need to mean unanimous

Consensus:

1. General agreement about some issue within a group…

2. Shared ideas, norms, and values…

… but the more shared agreement we have, the stronger the recommendations we can present to the Committee

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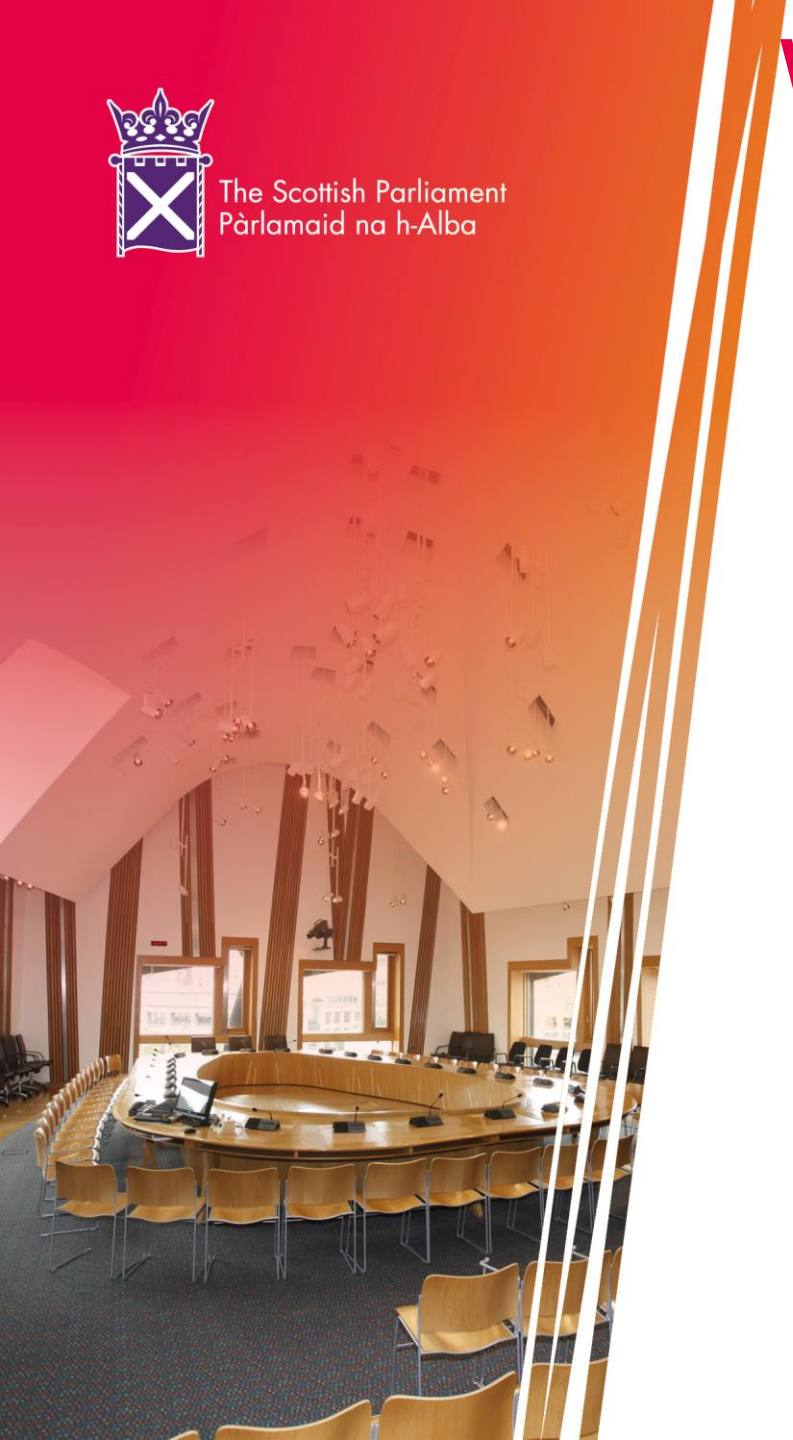

What makes a good recommendation?

Recommendations work well when they are well structured, give clear reasoning and expected action.

- Brief, punchy, specific
- Clear about the issue & the solution
- Based on informed evidence
- Focused on a call to action
- Impactful

We will chat to some MSPs about this!

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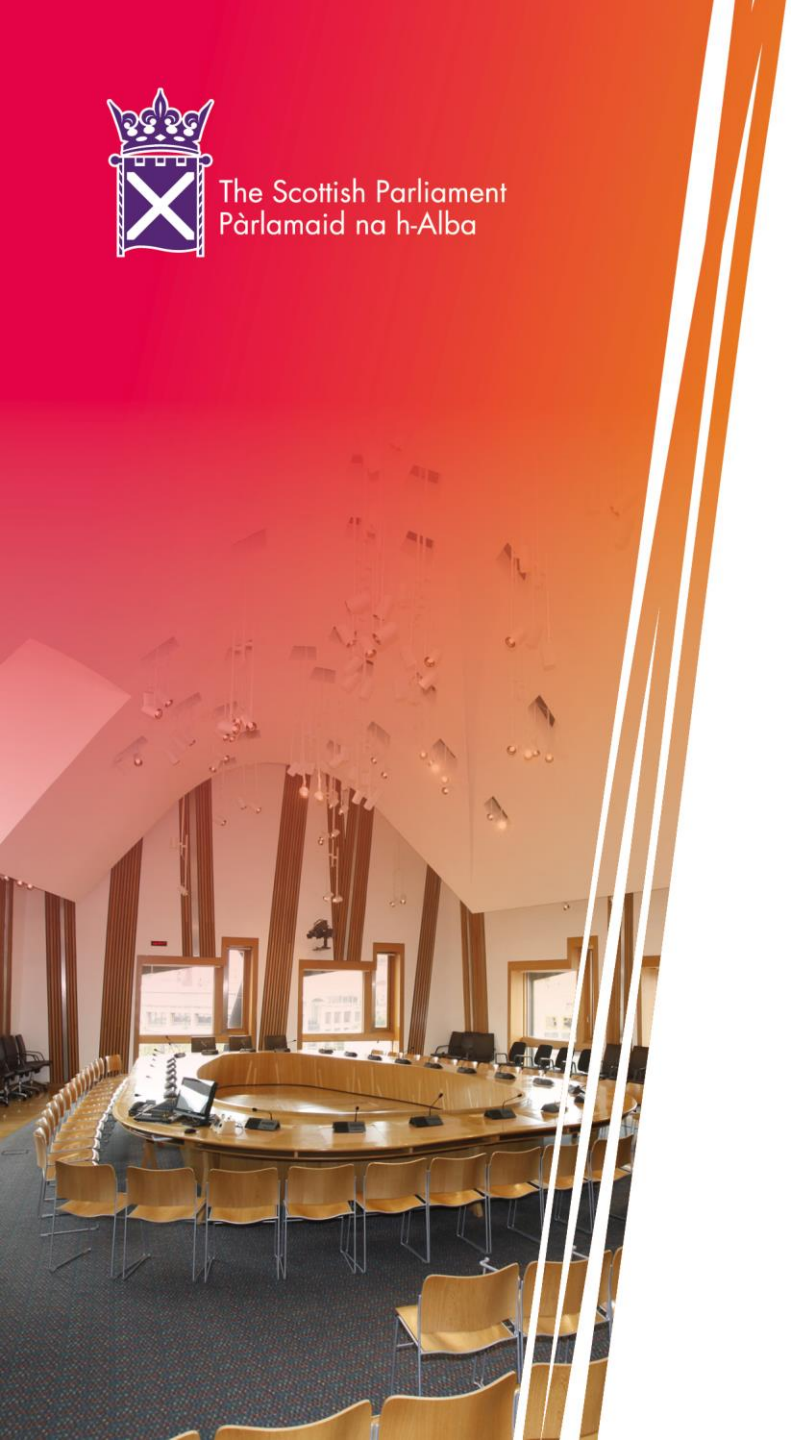

Drafting and Decision Making Process

Saturday afternoon: Draft recommendations under agreed themes using agreed recommendation template

Sunday morning: Review and rate draft recommendations using a 4-point scale, then refine and improve recommendations based on feedback

Sunday late morning: Review and rate draft recommendations using 3-point scale and agreed super majority of 85%

Sunday before lunch: Making final tweaks and amendments to improve and make recommendations as good as they can be. Also, an opportunity for those who disagree to write *short* minority statement

Sunday afternoon: Confirm final recommendations

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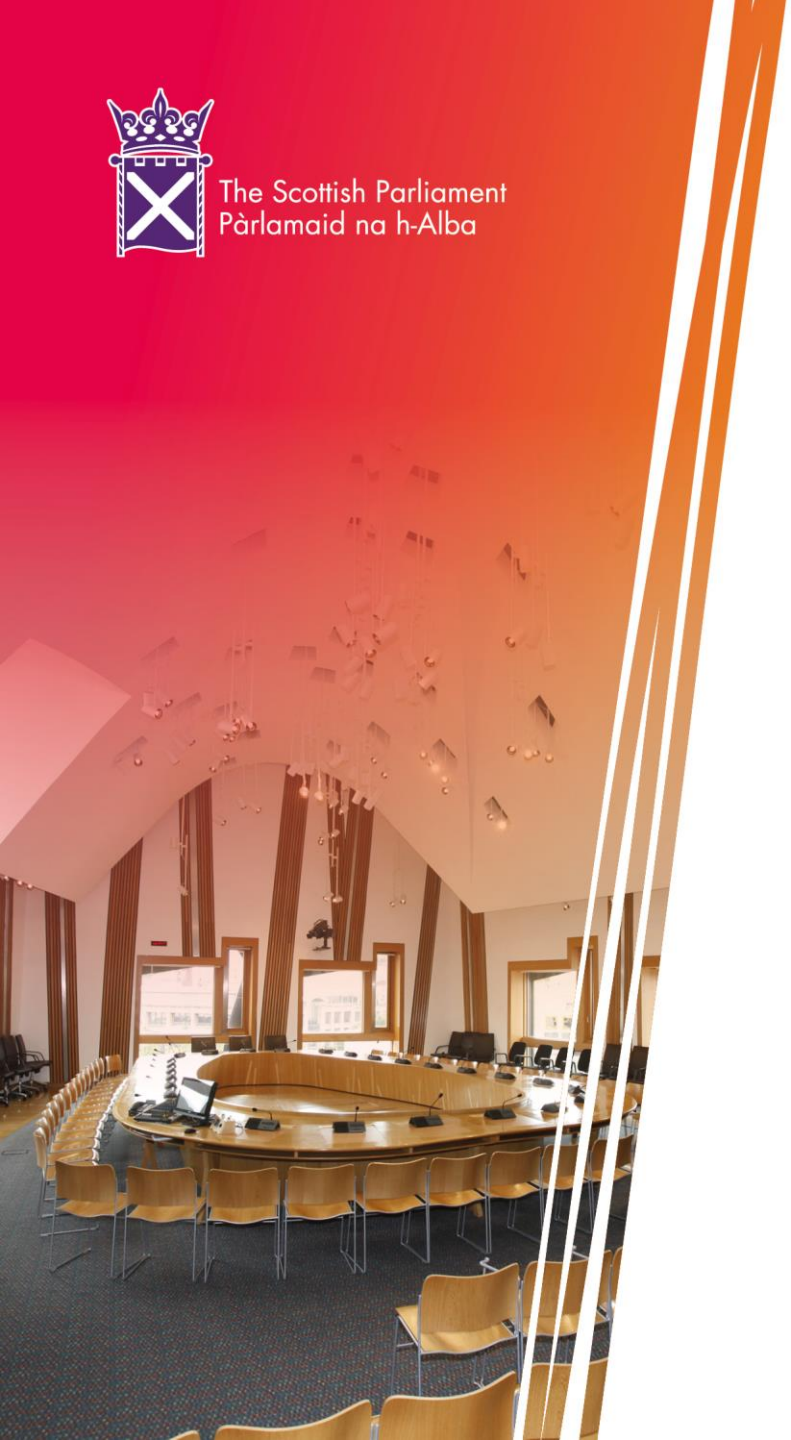
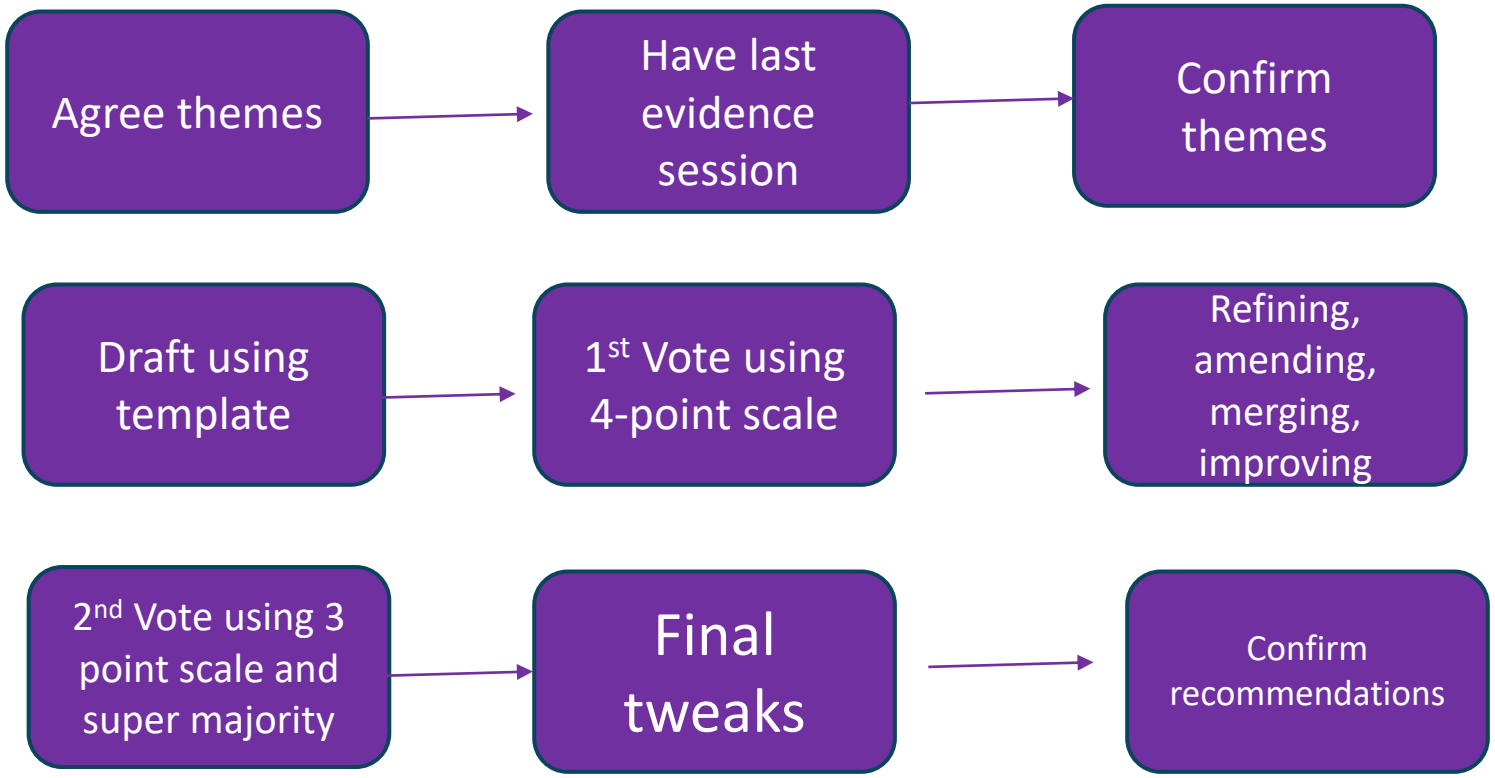


Decision Making Process



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Recommendation Template

1.There needs to be… (Action):
2. So that… (Outcome):
3.Because… (Evidence):

Biscuit Act 2022

1.Action: There needs to be more funding for bakery apprentices in deprived areas

2.Outcome: So that biscuit availability is rebalanced and more employment opportunities are provided for those in areas of multiple deprivation

3.Evidence: Because the scheme has created surplus biscuits in affluent areas and exacerbated biscuit shortages in poorer areas

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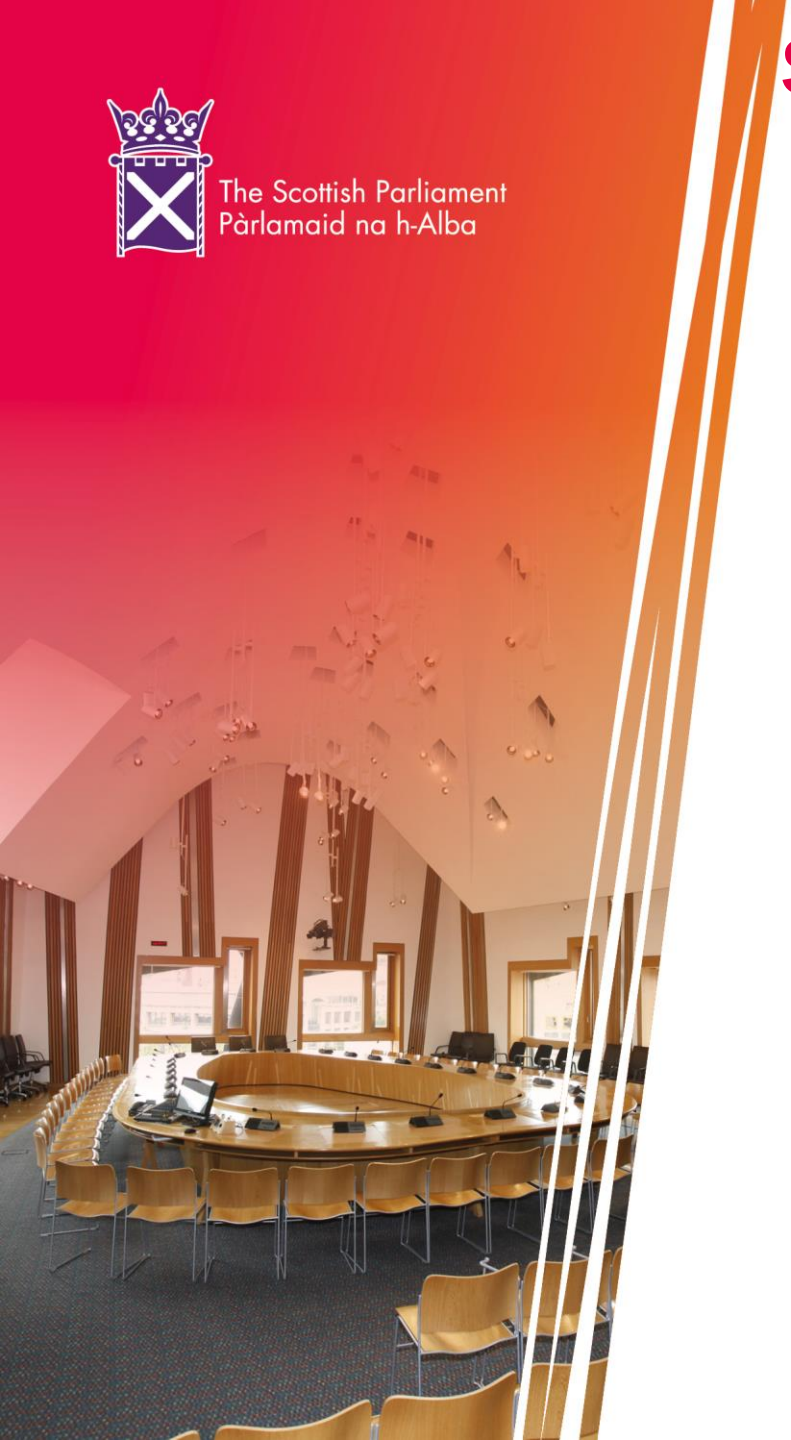

Step 2: Rating & checking recommendations

Option 1:

5 point scale:

Love it – Like it – Live with it – Loathe it – Confused

Option 2:

3 point scale:

Love it – Change it – Remove it

Option 3:

Something else?

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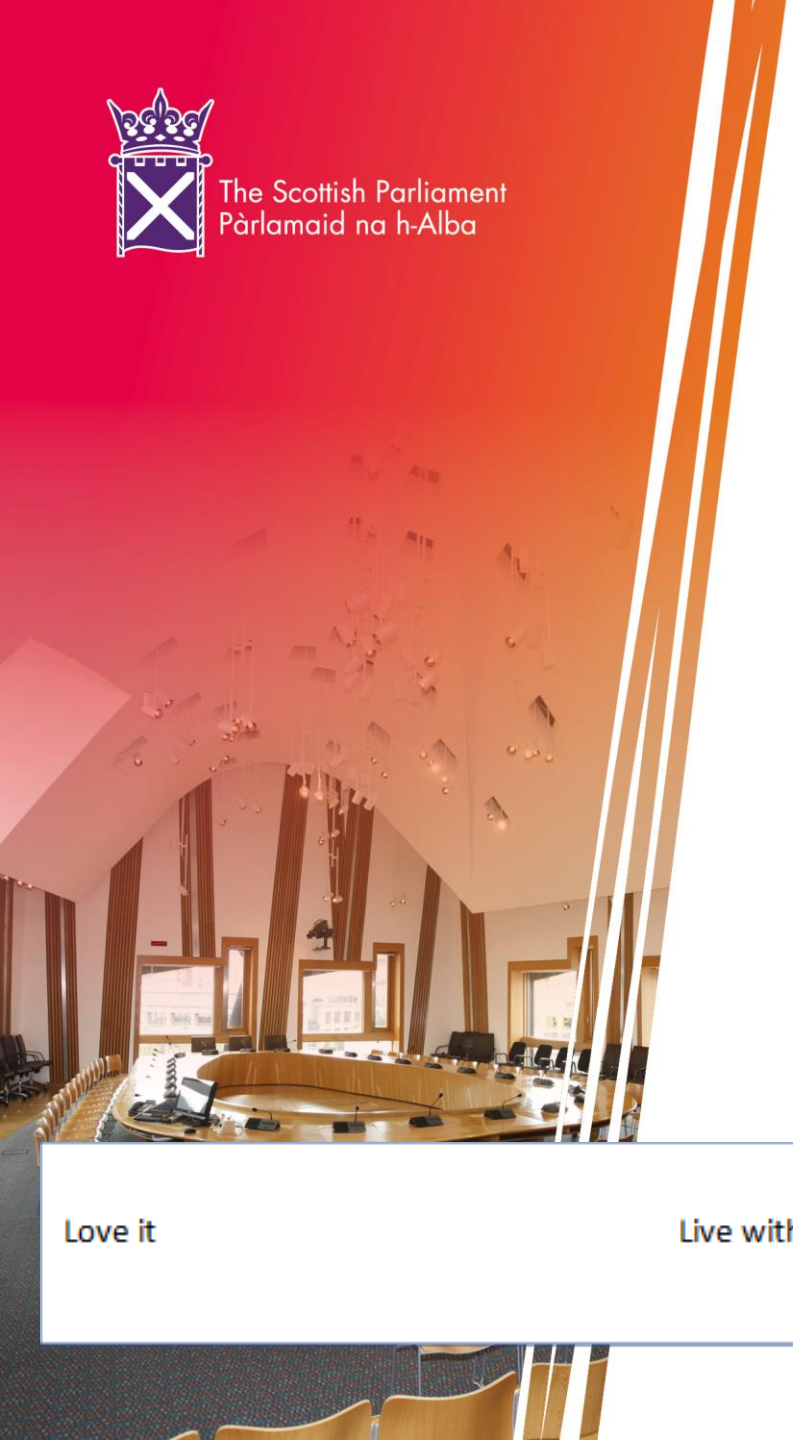

Decision Making Process

Sunday morning: Using a 4-point scale

Love it - I really want this to be a recommendation with no changes

Live with it – I don't mind the recommendation, happy for it to remain

Amend it - This recommendation needs changes and here is my suggested change (use a post-it note)

Remove it – I really don't want this to be a recommendation

Love it	Live with it	Amend it	Remove it

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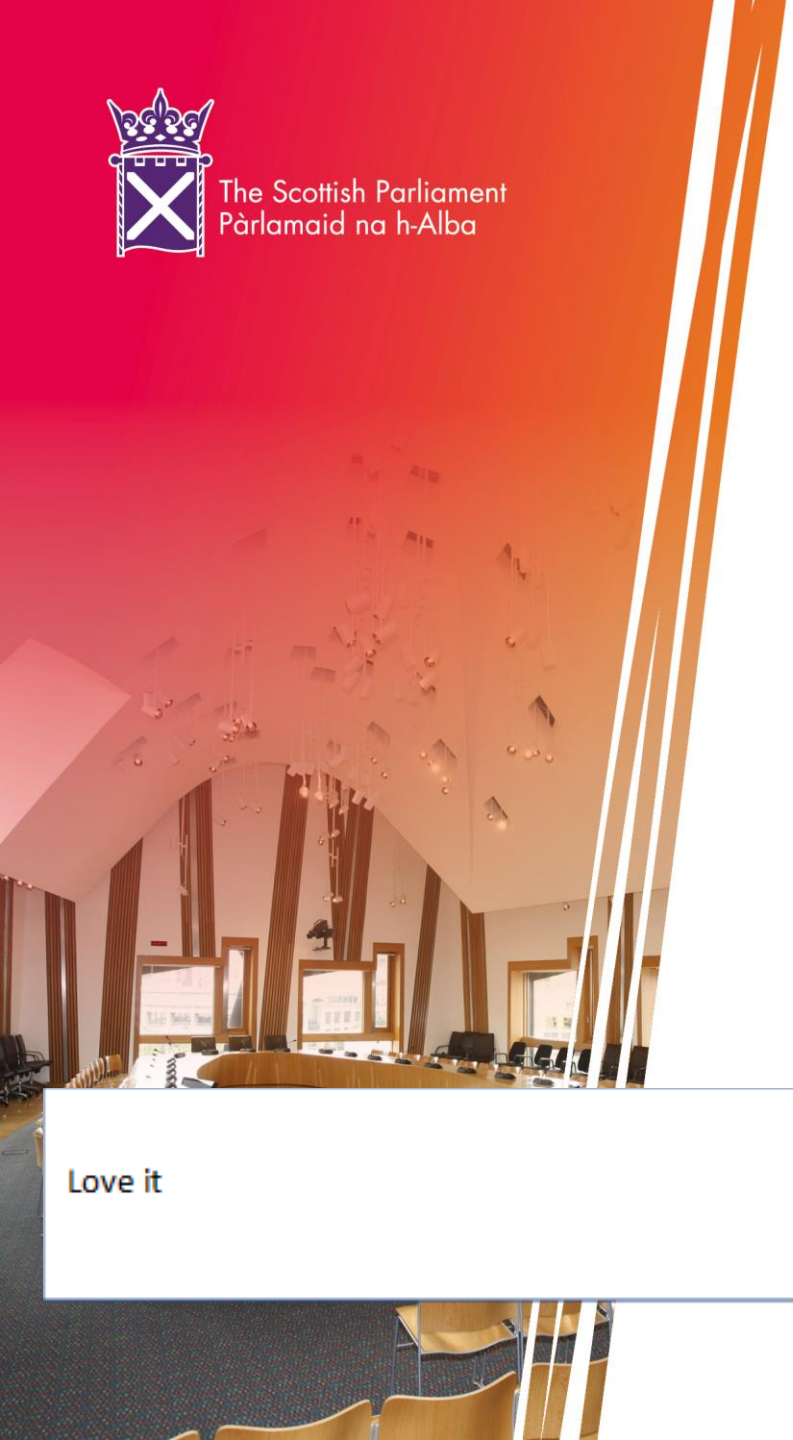

Decision Making Process

Sunday late morning: Moving to a 3-point scale using agreed super majority of 85%

This is to focus minds and get us to make decisions

Love it - I really want this to be a recommendation with no changes

Amend it - This recommendation needs changes before we can confirm it (might need a minority statement)

Remove it – I really don't want this to be a recommendation

Love it	Amend it	Remove it

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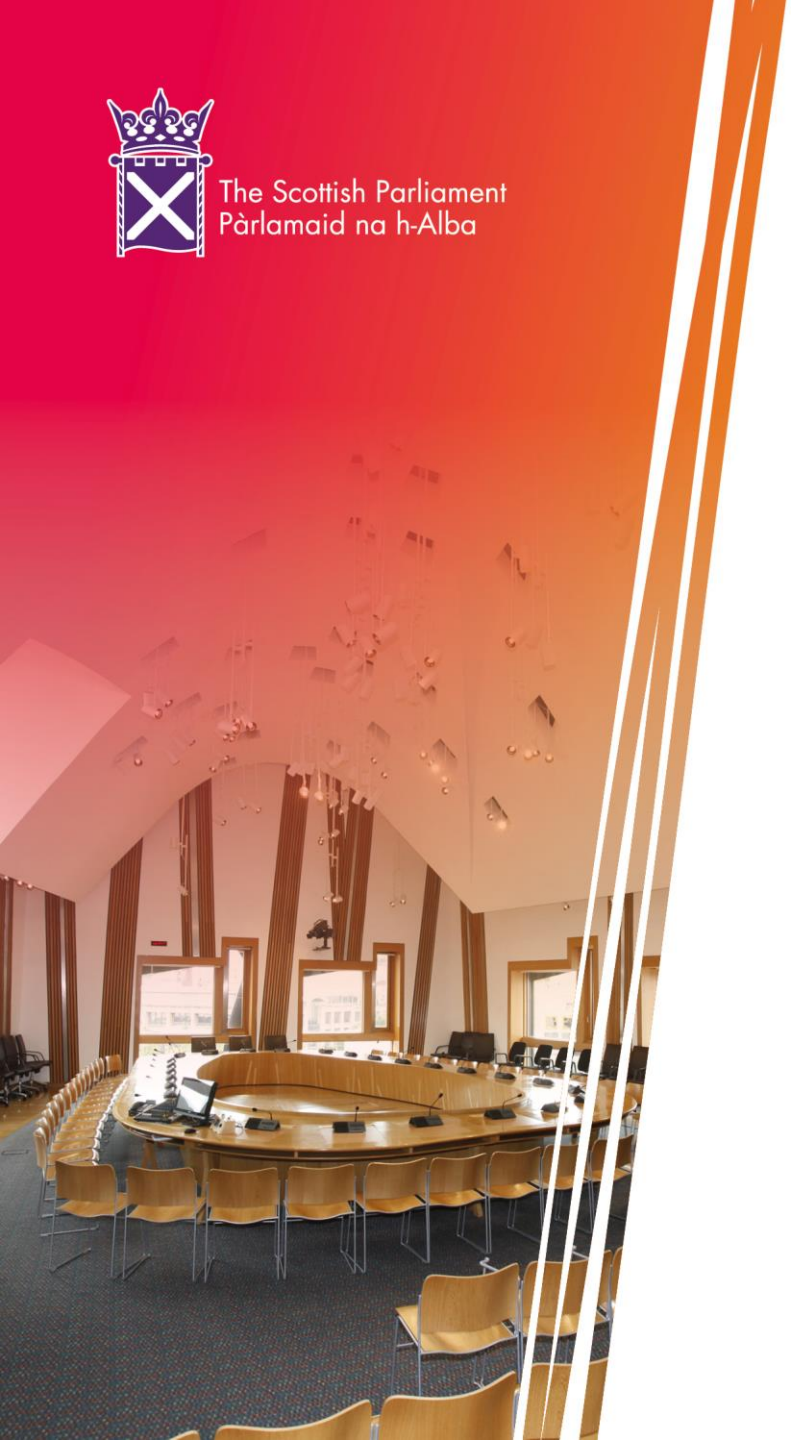

Decision Making Process

Sunday afternoon: Confirm final recommendations

GREEN = APPROVE

RED = REJECT

85% SUPER MAJORITY = 19/22 Participants

But by this stage we should have the final wording in place with this final check only to make any final tweaks as we confirm the wording – if there is a large debate at this stage we will have to revert to a super majority vote.

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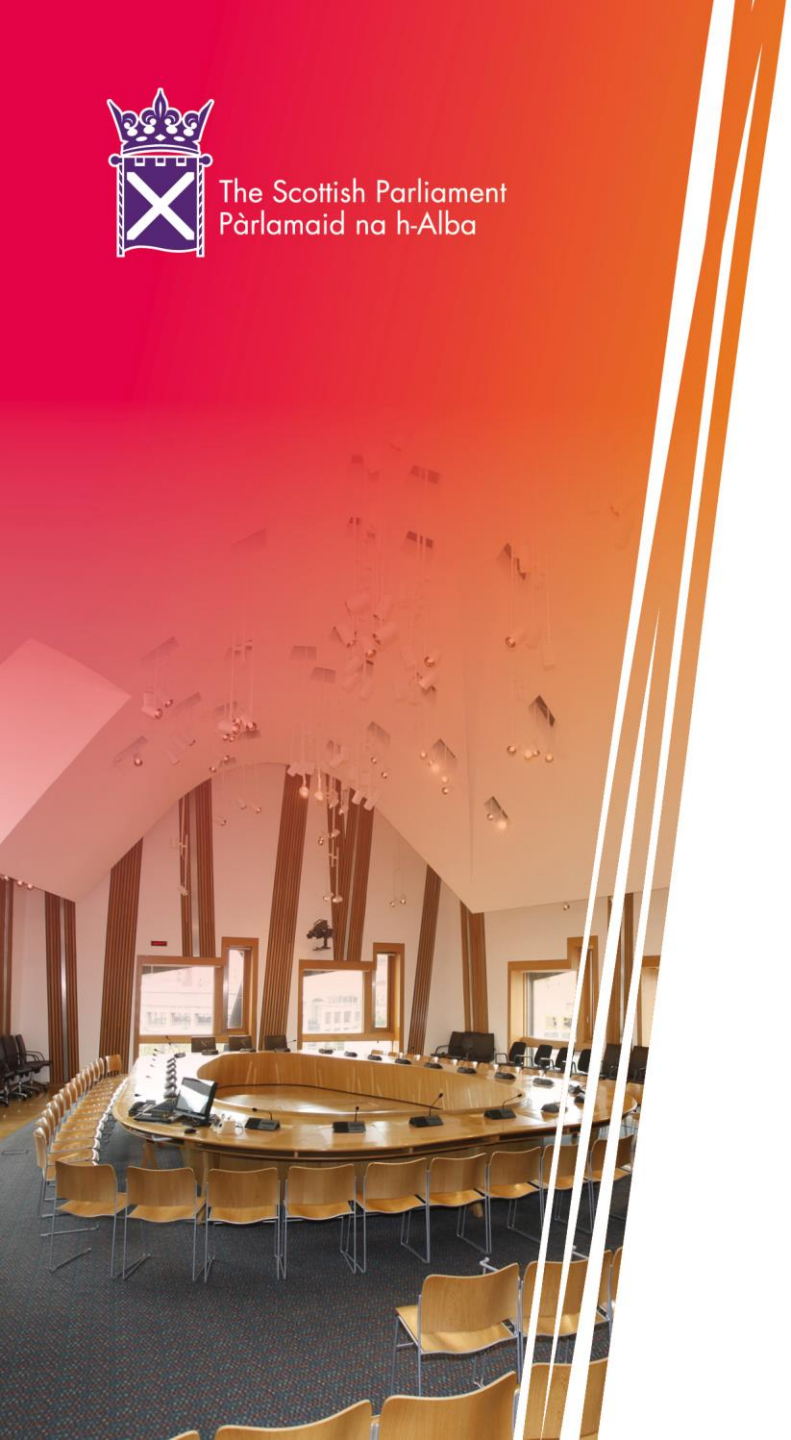
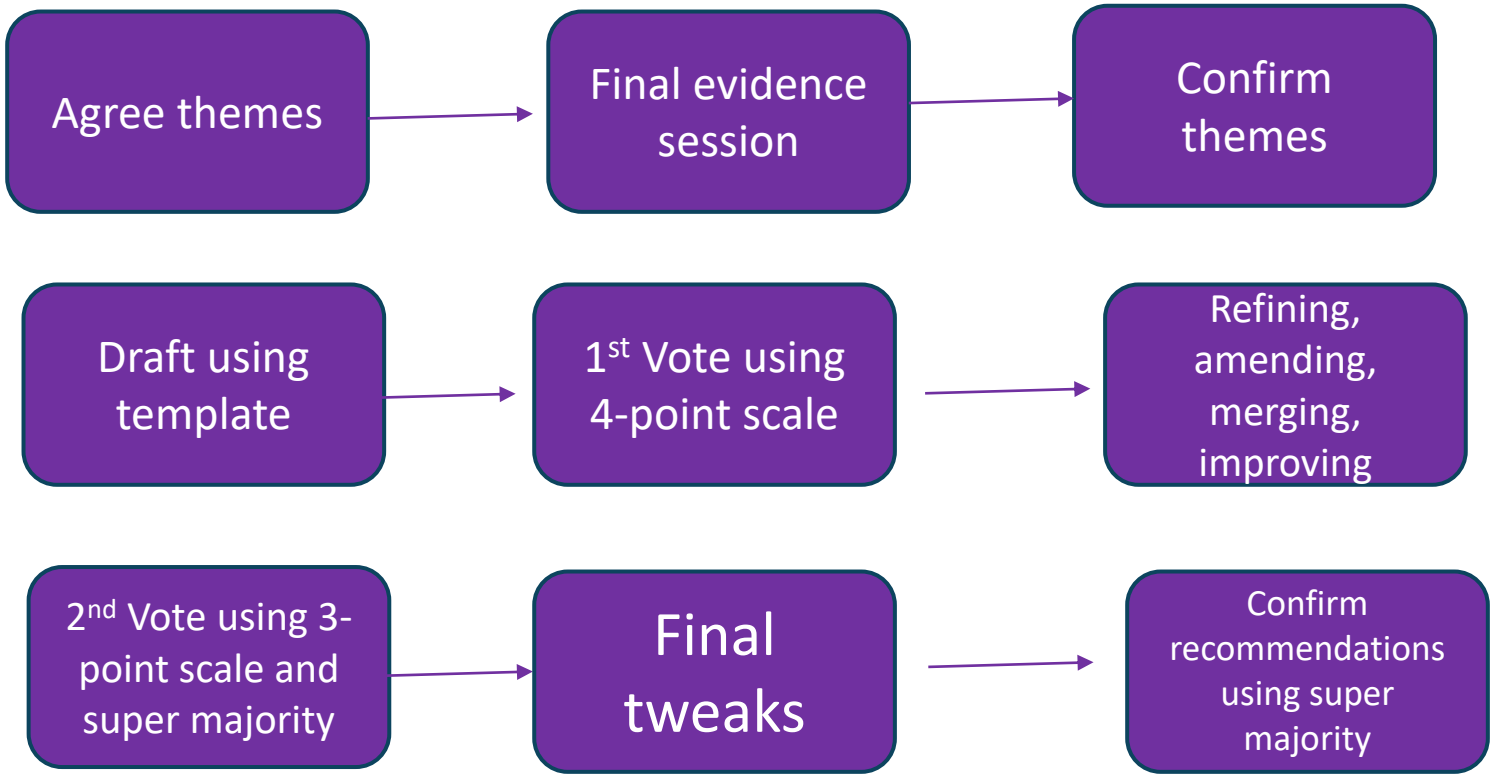
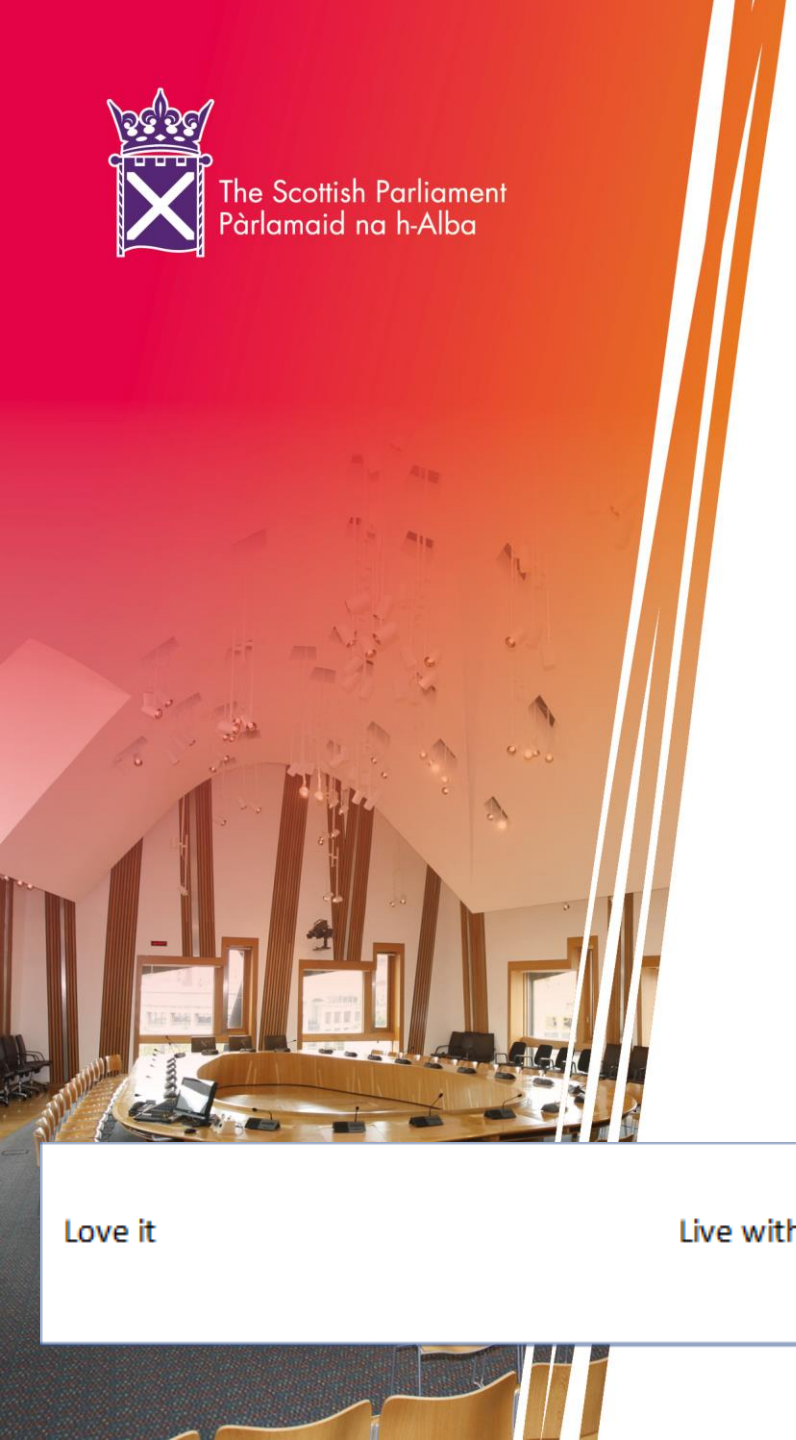


Decision Making Process





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Decision Making Process

Example Biscuit Recommendation:

(Action): “The Biscuit Transaction Limit should be increased from 2 to 3 packets.”

(Outcome): “So that people can get access to the appropriate level of biscuits”

(Evidence): “Because we learned that people are running out of biscuits by the end of the week”

Love it	Live with it	Amend it	Remove it

Decision Making Process

Example Biscuit Recommendation:

Limit should change to 4 not 3

Need to mention "shrink-flation"

… "and overcome shrink-flation that has reduced the number of biscuits in a packet"

: "The Biscuit Transacti
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ne): an get access to
ropri its"

(Evidence): "Because we learned that people are running out of biscuits by the end of the week"

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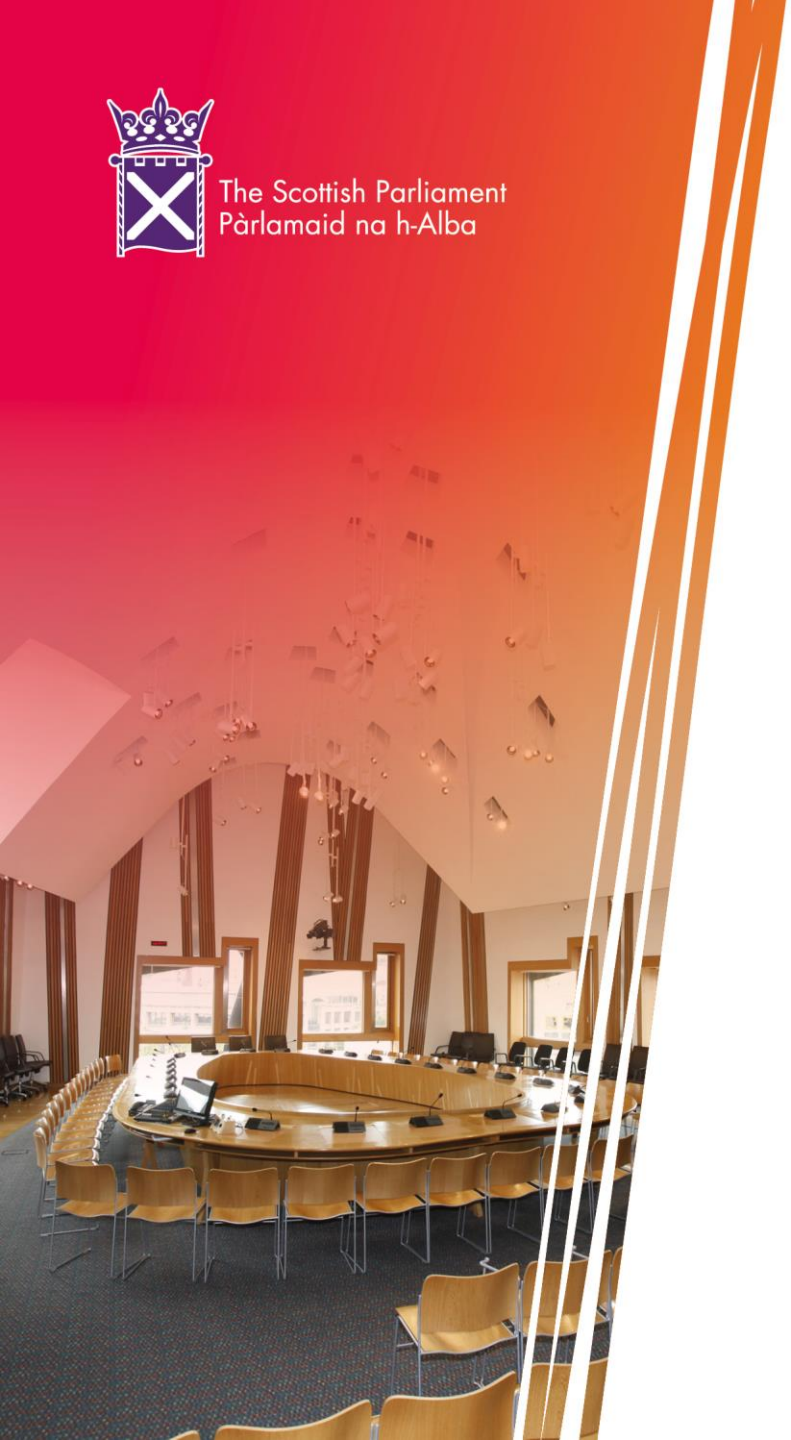


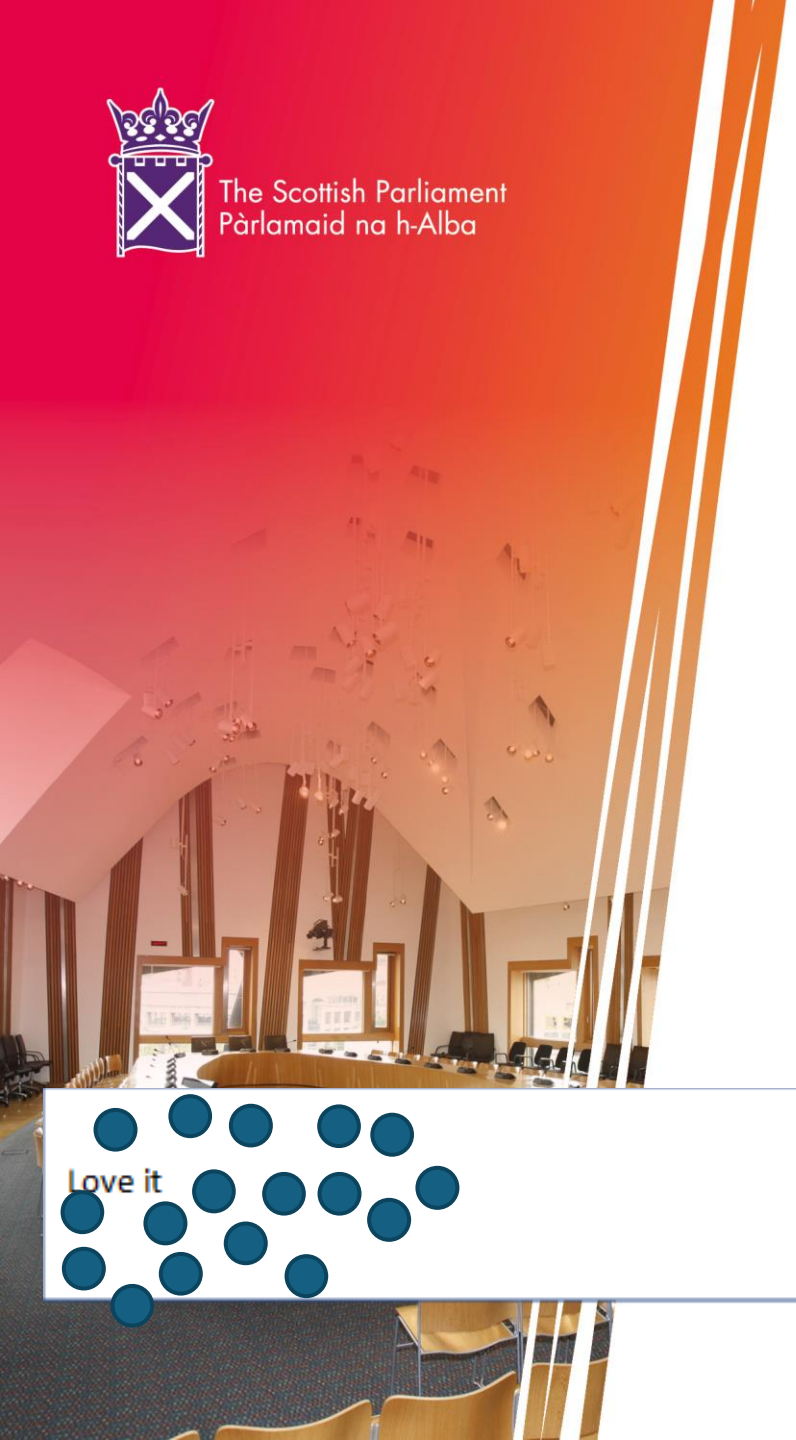
Decision Making Process

Example Biscuit Recommendation:

(Action): "The Biscuit Transaction Limit should be increased from 2 to 3 packets."

(Outcome): "So that people can get access to the appropriate level of biscuits and overcome the impact of shrink-flation that has reduced the number of biscuits in a packet"

(Evidence): "Because we learned that people are running out of biscuits by the end of the week and that biscuit providers have reduced packet sizes by up to 40% since the Act was introduced"



Decision Making Process

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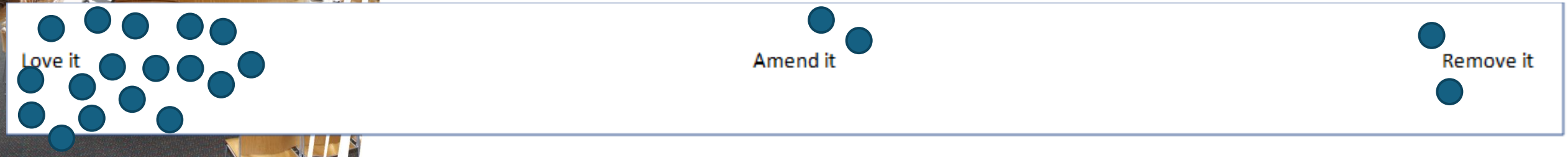

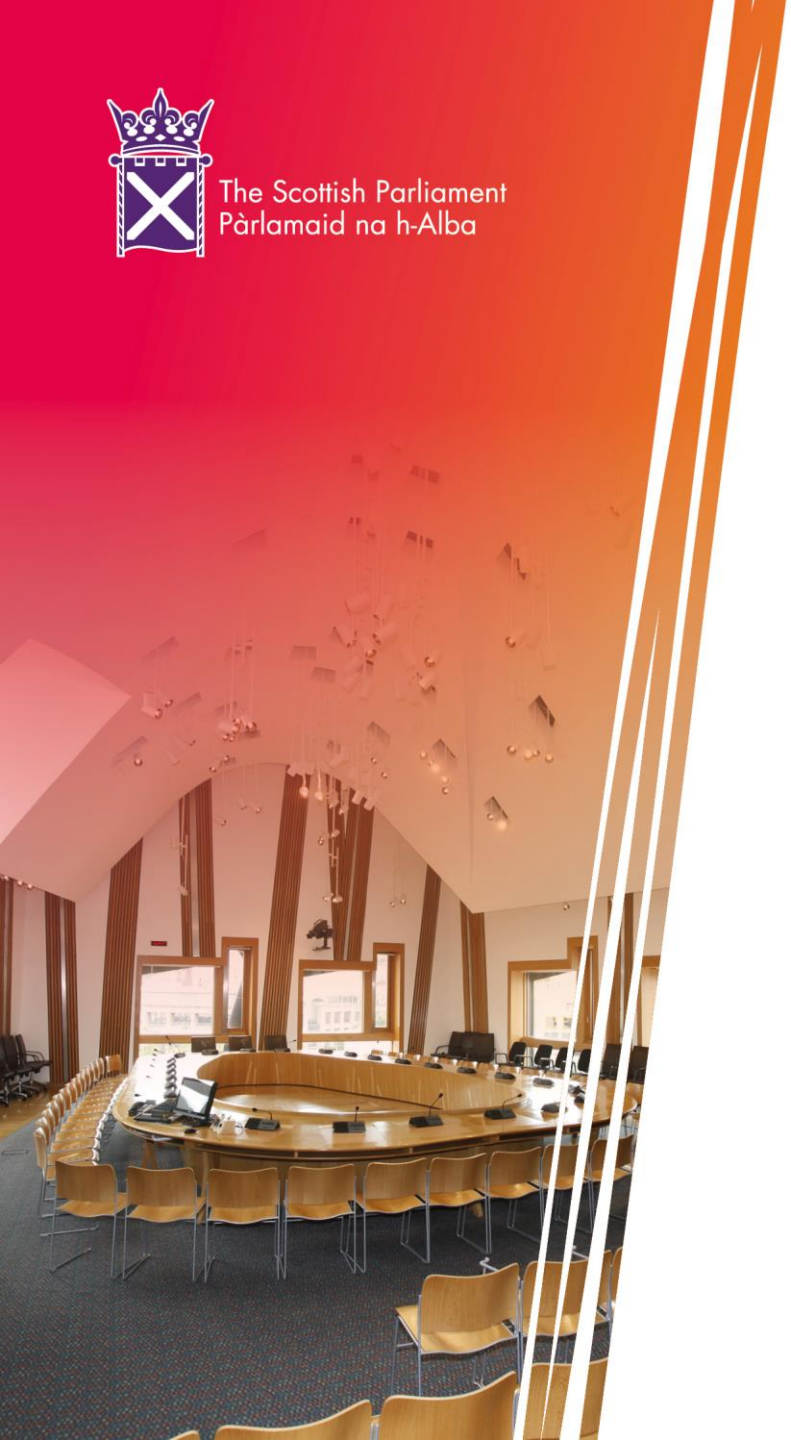

Decision Making Process

Example Biscuit Recommendation:

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(Evidence): "Because we learned that people are running out of biscuits by the end of the week and that biscuit providers have reduced packet sizes by up to 40% since the Act was introduced"

Minority statement: 1 person felt that the current "BTL" should be abolished to give people more freedom. 2 participants wanted the "BTL" to increase from 2 packets to 4 packets.

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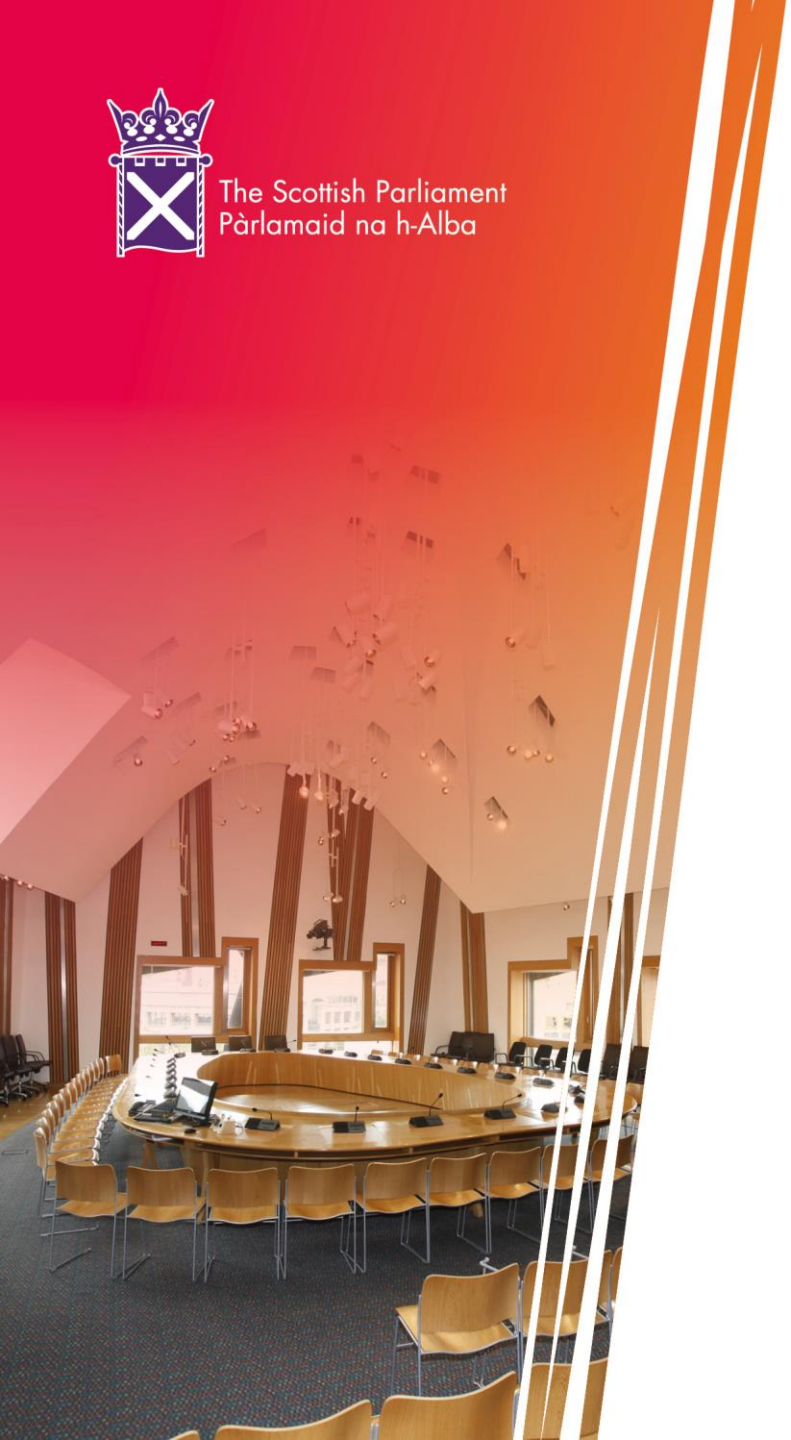
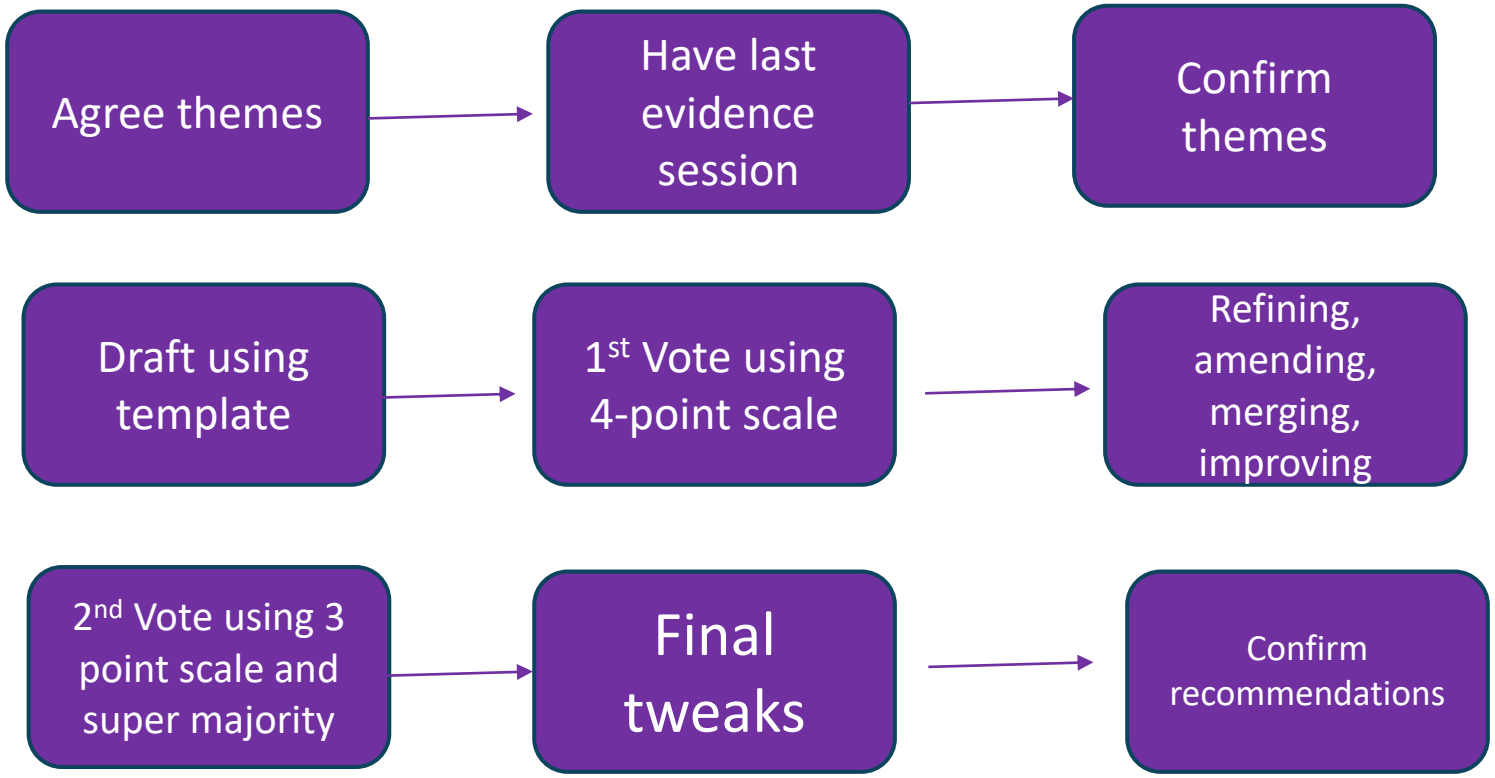


Decision Making Process



Any questions about the process?

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Session 16 - Marketplace

Who is coming?

ORGANISATION
Holyrood Room
Scottish Youth Parliament (also representing the Children's Parliament)
Committee Room 4
(NFUS – no longer attending)
Project Seagrass (Conservation)
Climate Action Hub North East (NESCAN) (Communities)
Scottish Southern Electric North Transmission (Business)
Committee Room 5
Creative Carbon Scotland (Culture, Arts and Heritage)
Poverty Alliance Scotland (Low income)
Dundee City Council (Local Authority)
Committee Rooms 4/5 Lobby
Langholm Initiative (Community Development Trust)
Climate Hub Fife (Communities)

Session 16 - Marketplace

How the session will work?

- Work in pairs
- 25 minutes in each room
- Templates for note taking and org briefs
- Why: assistance in refining themes, the recommendations and answering the Panel Q

Thank you!

Time to go back to the hotel and we'll meet you tomorrow at the hotel at 9am!

Good morning!

Saturday 2 March: Today's agenda

09:30 – 09:45	Welcome and preparing for Session 16
09:45- 11.25	Session 16: Marketplace meeting with range of organisations
11:30 – 11:40	Break
11:40- 12:40	Session 17: Members tips on making recommendations/ feedback
12:40 - 13:30	Lunch
13.30 - 14:40	Session 18: Drafting recommendations
14:40 – 15:50	Break
14:50 – 15:50	Session 18: Drafting recommendations continued
15:50 – 16:00	Summing up and arrangements for morning
16:00	Close

International Women's Day Event:

Parliament is busy today so please speak to staff member if you need to step out of the room

There are breaks but you are free to step out at any time to use bathroom or our quiet space – just ask one of our facilitators- especially today!

Session 16: What other approaches are people taking to informing and involving citizens to help meet Scotland's climate change targets?

Organisation briefed to discuss:

Based on your experience, what could SG learn from guest's approaches?

What more could SG do to support public engagement in meeting the climate change targets?

Think about the People's Panel overall questions.

This is your last chance to hear evidence to help inform your recommendations.

Test your ideas out with the witnesses

Fill in your note template so we can discuss findings together

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•Session 16: What other approaches are people taking to informing and involving citizens to help meet Scotland's climate change targets?

We are going to be joined by MSPs this morning, they are observing the process and will chat to us later:

Net Zero, Energy and Transport Committee

Ben Macpherson
Deputy Convener
Party: **Scottish National Party**
MSP for: **Edinburgh Northern and Leith (Constituency)**

Monica Lennon
Member
Party: **Scottish Labour**
MSP for: **Central Scotland (Region)**

Citizen Participation and Public Petitions Committee

David Torrance
Deputy Convener
Party: **Scottish National Party**
MSP for: **Kirkcaldy (Constituency)**

Feel free to chat to them briefly but focus on our guests and the task at hand: Chatting to witnesses to help answer the People's Panel questions

•**Session 16: What other approaches are people taking to informing and involving citizens to help meet Scotland's climate change targets?**

1. Get into pairs (2 minutes)

2. Read through the organisation information (facilitators there to help!) (5 minutes)

3. Please take clipboard, organisation list, note taking template, pen!
(2 minutes)

4. Get ready to listen for instructions to move to meet guests

•**Session 16: What other approaches are people taking to informing and involving citizens to help meet Scotland's climate change targets?**

We have 4 zones and you will have 25 minutes in each zone!

So manage your time to speak to guests!

Your pair might not speak to everyone in each room.

Trust the group that collectively we'll speak to everyone and work together to use *all evidence* to inform your recommendations

3 pairs to start in Committee Room 4

Organisation	Guest
National Farmers Union Scotland	• Sarah Cowie, Policy Manager Environmental Resources
Project Seagrass	• Katy Waring, Senior Conservation Officer
Climate Action Hub North East (NESCAN)	• Alison Stuart, Hub Manager & Nicola Twine, Senior Project Officer
Scottish Southern Electric North Transmission	• Kirstanne Land, Senior External Relations Manager

Go with Ewan when instructed

3 pairs to start in Committee Room 5

Organisation	Guest
Creative Carbon Scotland	Ben Twist, Director
Poverty Alliance Scotland	David Reilly, Communities and Networks Manager
Dundee City Council	Viola Marx, Sustainability and Climate Change Officer Bruce Hosie, Community Learning and Development Worker

Go with Leoncha when instructed

2 pairs to start in lobby between Committee rooms 4 & 5

Organisation	Guest
Langholm Initiative	Angela Williams, Director
Climate Hub Fife	Craig Leitch, Manager

Go with Stephen when instructed

3 pairs to start here in Holyrood room

Organisation	Guest
Scottish Youth Parliament (also representing the Children's Parliament)	Alasdair Marshall, MSYP Olivia Brown, MSYP Matt McDonald, Head of Policy and Public Affairs Rhona Malcom, Policy and Public Affairs Officer
Read answers from the Scottish Government	Information printed out on the table

Stay here with Gillian when instructed

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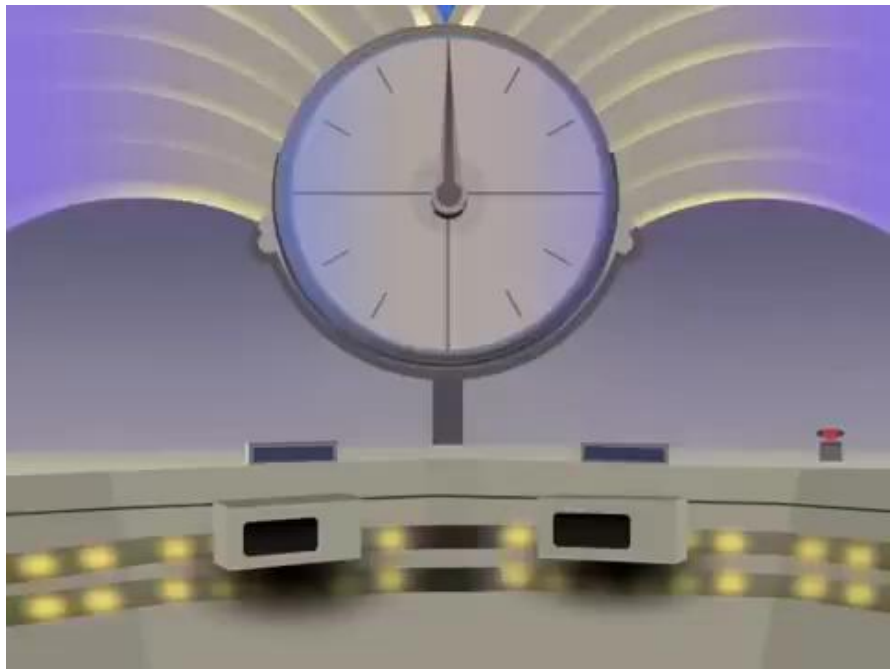
Get ready for the next session



Sit in same groups as before

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What advice would you give the panel about what makes a good recommendation that would be useful and likely to have impact when it goes to the Committee?

Ben Macpherson
Deputy Convener

Party: **Scottish National Party**

MSP for: **Edinburgh Northern and Leith (Constituency)**

Monica Lennon
Member

Party: **Scottish Labour**

MSP for: **Central Scotland (Region)**

David Torrance
Deputy Convener

Party: **Scottish National Party**

MSP for: **Kirkcaldy (Constituency)**

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20 minutes at tables!

Discuss main things learned from market place discussions to help you answer the question

Are there any additional themes or recommendation ideas? – put them on cards

THEMES

Recommendation ideas

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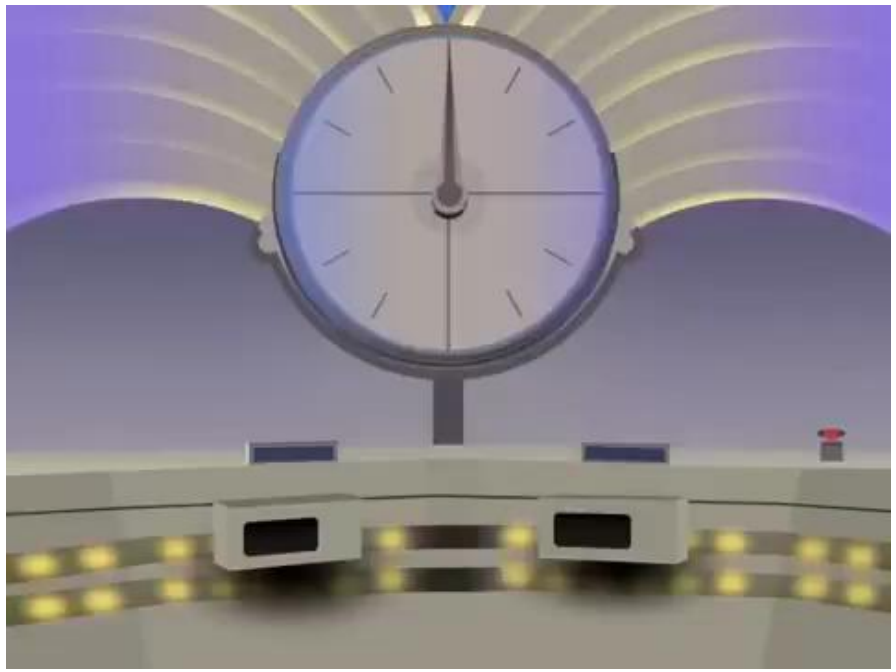
Get ready to organise your themes and ideas



Focus on the question we are answering?

How effective has the Scottish Government been at engaging the public on climate change and Scotland's climate change targets?

What else (if anything) could the Scottish Government do to inform and involve the public to help meet Scotland's climate change targets?

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Time for lunch

60 minutes

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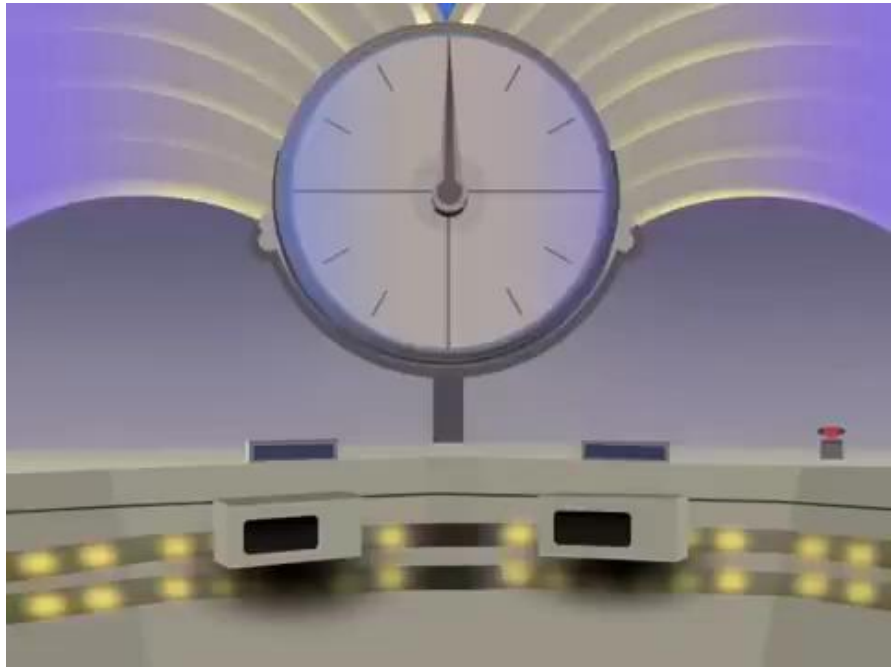
Get ready to restart



Group 1 (Laura HR)

Annie David Alessia Kevin

Group 2 (Step HR)

Kenny
Fiona
Rosie

Group 3 (Gillian CR4)

Andrew Rachel
Grace Alexander

Group 4 (Kerri CR4)

Stuart Karen
Louise
Adam

Group 5 (Leoncha CR5)

Bill Deane Lorraine

Group 6 (Ewan CR5)

Heather Anne Elil Scott

Conversation Guidelines

- **Listen with care**; let everyone finish, so everyone has a say
- **Respect each other's views** (doesn’t mean you have to agree with it) and be open to learning from each other together
- Keep a **relaxed, calm, informal, good-humoured** atmosphere
- Groups are well managed and **everyone stays on topic**; doesn’t have to be a staff member/facilitator to lead/moderate/manage time
- **Challenge each other positively** and constructively – be empathetic and kind
- Know that **facilitators will maintain a safe space**

Deliberation Tips

- Focus on **facts** and **evidence**, not just opinions
- Challenge evidence and each other in a **constructive** way
- **Compare** evidence to help **find common ground**
- Consider evidence with an **open mind and remove pre-conceived ideas**
- **Keep in mind the question** when considering evidence in order to come up with appropriate recommendations
- Consider a **variety of evidence**, including lived experience
- **Consider sources and be aware of bias**
- **Avoid binary perspective**

What is the question we are answering?

How effective has the Scottish Government been at engaging the public on climate change and Scotland's climate change targets?

What else (if anything) could the Scottish Government do to inform and involve the public to help meet Scotland's climate change targets?

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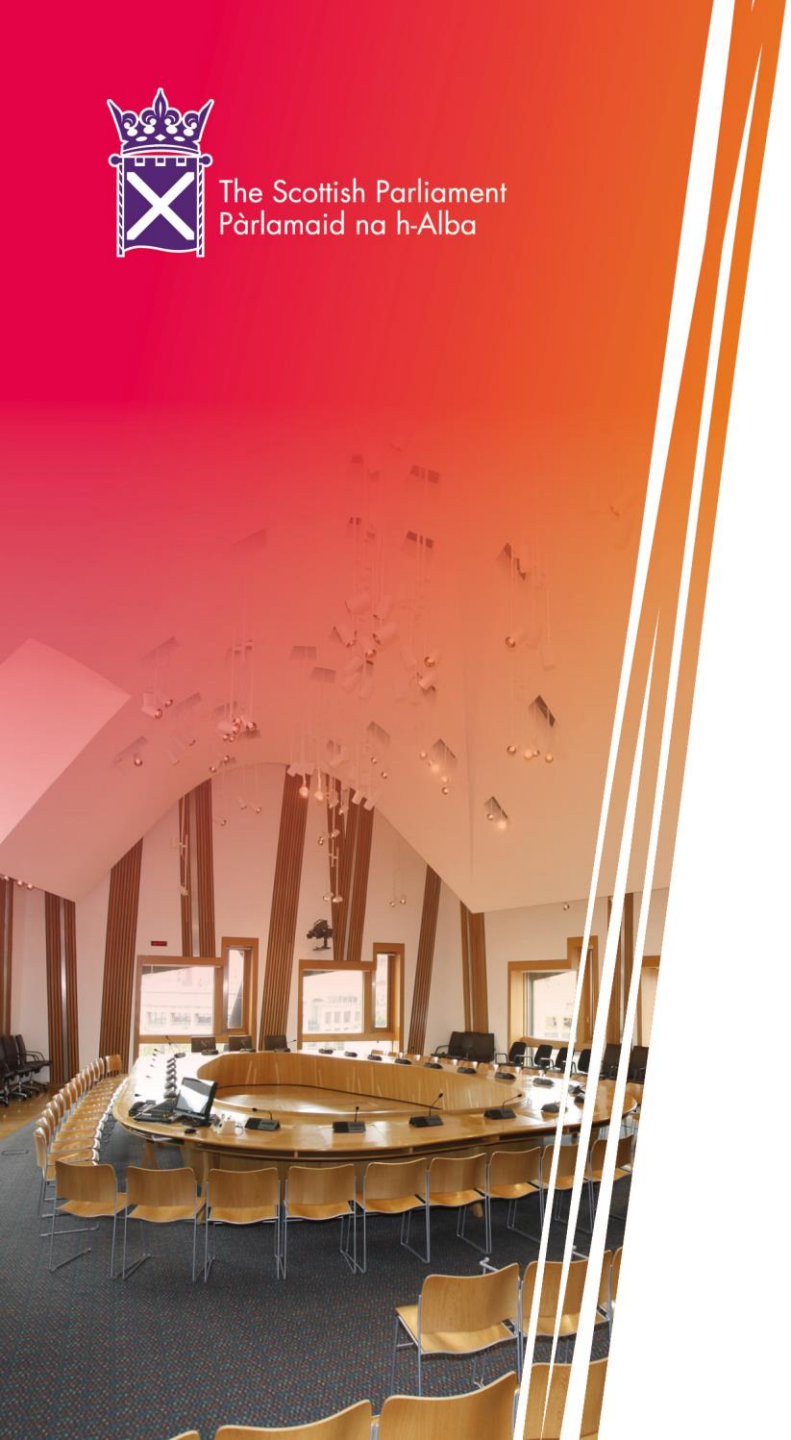
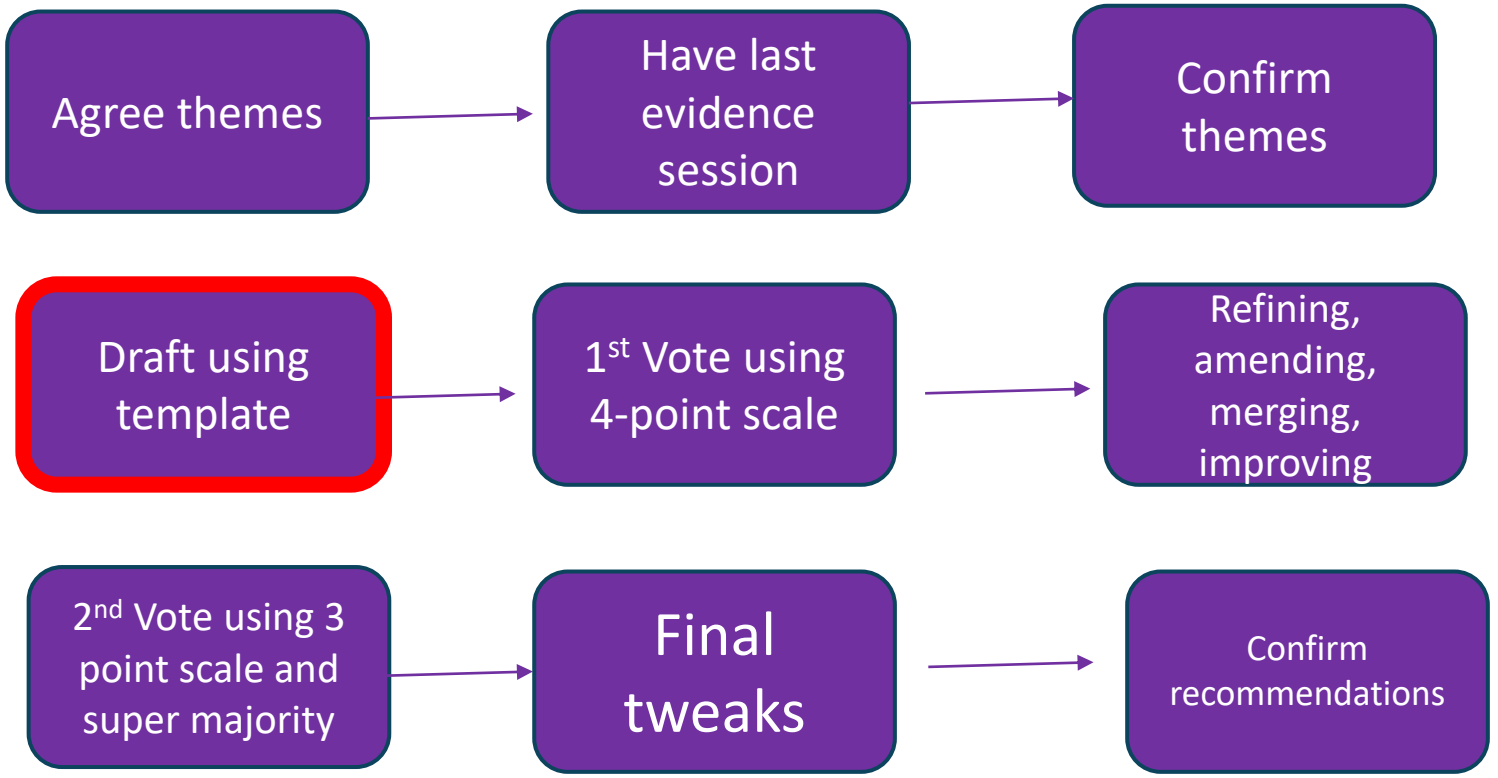


Decision Making Process



Any questions about the process?

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Recommendation Template

1.There needs to be… (Action):
2. So that… (Outcome):
3.Because… (Evidence):

Biscuit Act 2022

1.Action: There needs to be more funding for bakery apprentices in deprived areas

2.Outcome: So that biscuit availability is rebalanced and more employment opportunities are provided for those in areas of multiple deprivation

3.Evidence: Because the scheme has created surplus biscuits in affluent areas and exacerbated biscuit shortages in poorer areas

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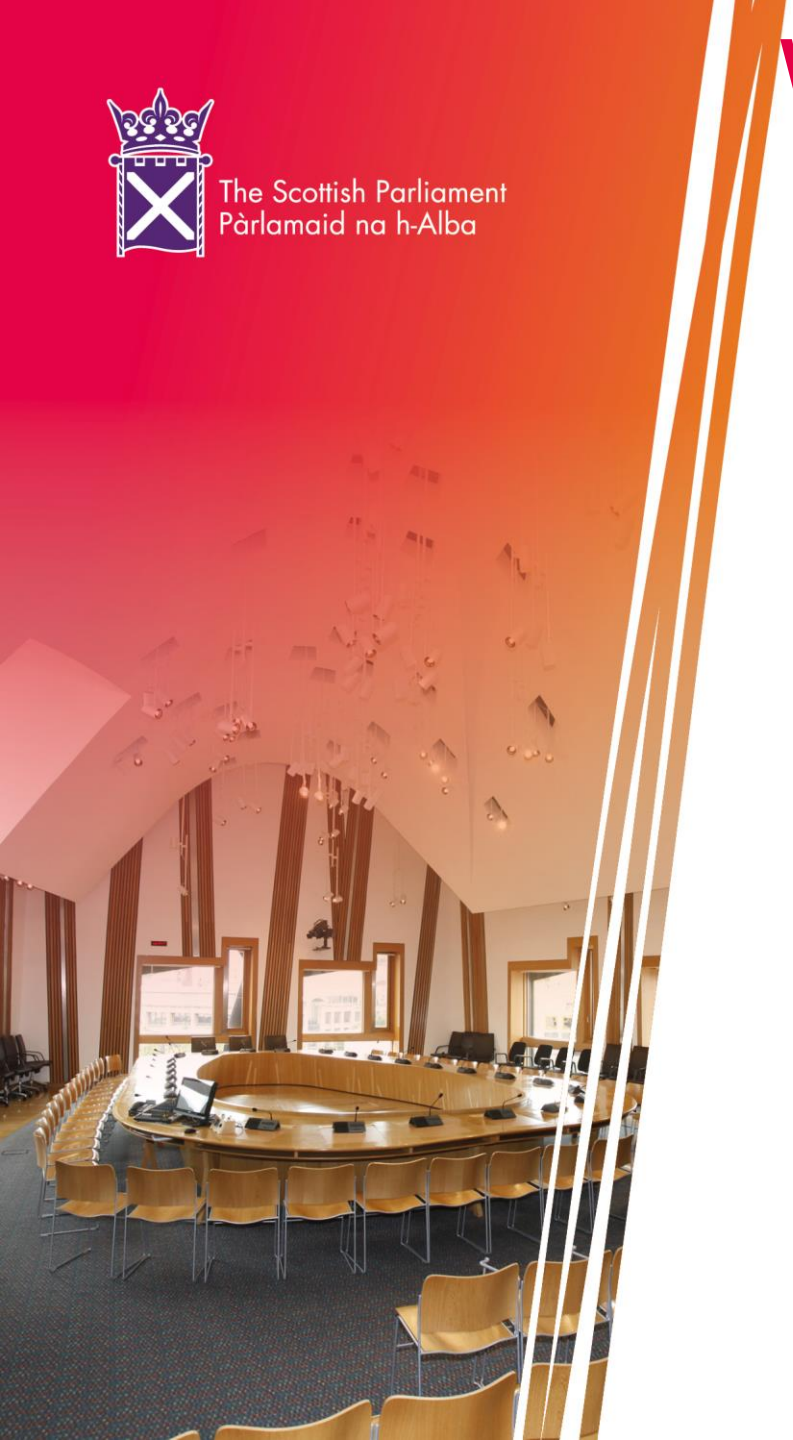

What makes a good recommendation?

Recommendations work well when they are well structured, give clear reasoning and expected action.

- Brief, punchy, specific
- Clear about the issue & the solution
- Based on informed evidence
- Focused on a call to action
- Impactful

Drafting recommendations

6 stations – each group will have 20 minutes at each station to draft and refine recommendations

After an hour we will have a 10 minute break

We want to draft recommendations that will answer the question and that the whole panel can agree to.

The more we do today the easier our task is tomorrow.

Group 1 (Laura HR)

Annie David Alessia Kevin

Group 2 (Step HR)

Kenny
Fiona
Rosie

Group 3 (Gillian CR4)

Andrew Rachel
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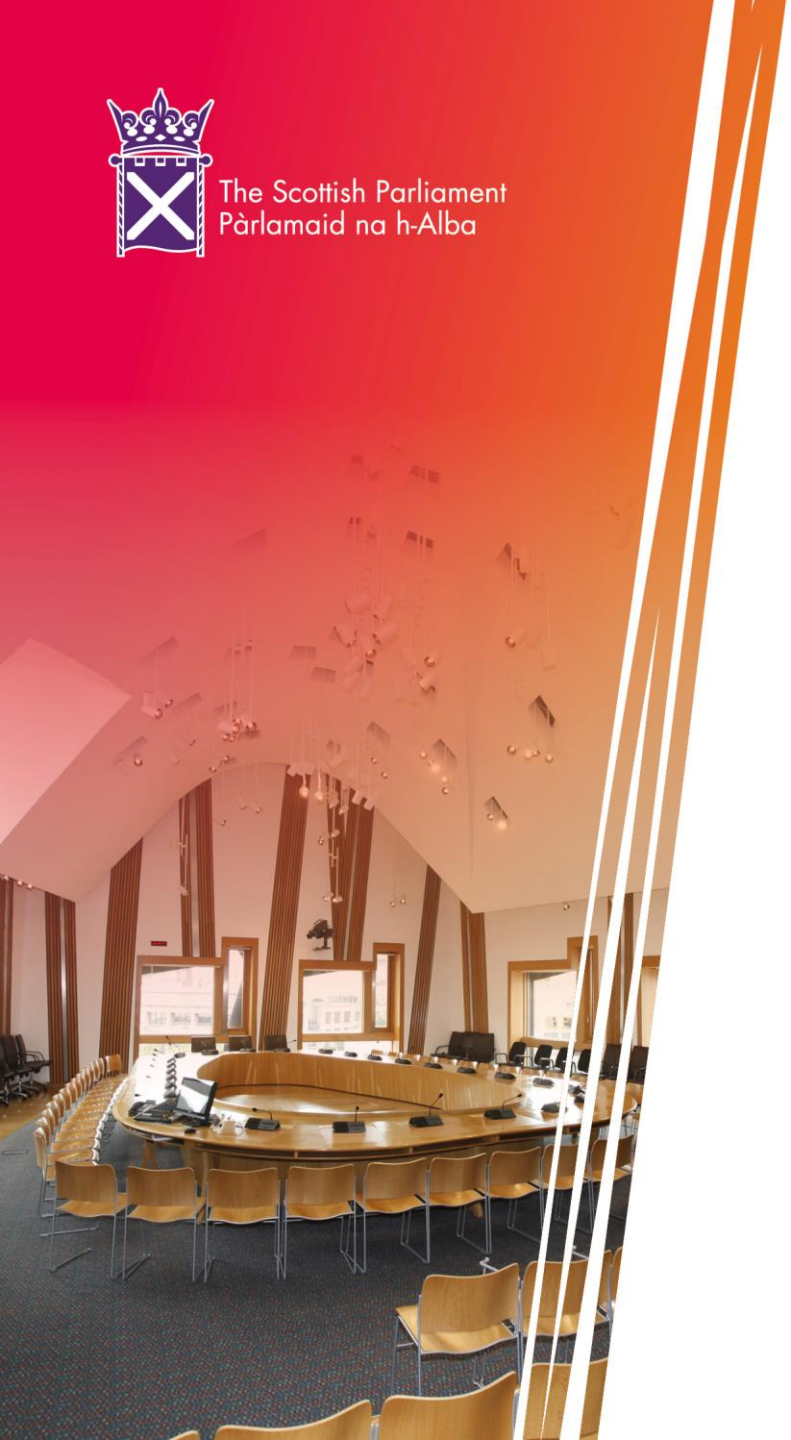

Decision Making Process

Agree themes → Have last evidence session → Confirm themes

Draft using template → 1st Vote using 4-point scale → Refining, amending, merging, improving

2nd Vote using 3 point scale and super majority → Final tweaks → Confirm recommendations

Thank you

You are heading back to the hotel for 60 minutes before meeting in the lobby at 17:10 to go to Pokora Bar!

Meet in the hotel lobby at 9am tomorrow!

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Good morning!

Sunday 3 March: Today's agenda

09:30 – 10:50 Session 19: Recommendations voting and sifting

10:50 – 11:10 Break

11:10 - 12:40 Session 19: Continued

12:40 - 13:30 Lunch

13.40 - 15:00 Session 20: Finalising recommendations

15:00 – 15:15 Closing, Evaluation and Claim forms, Home

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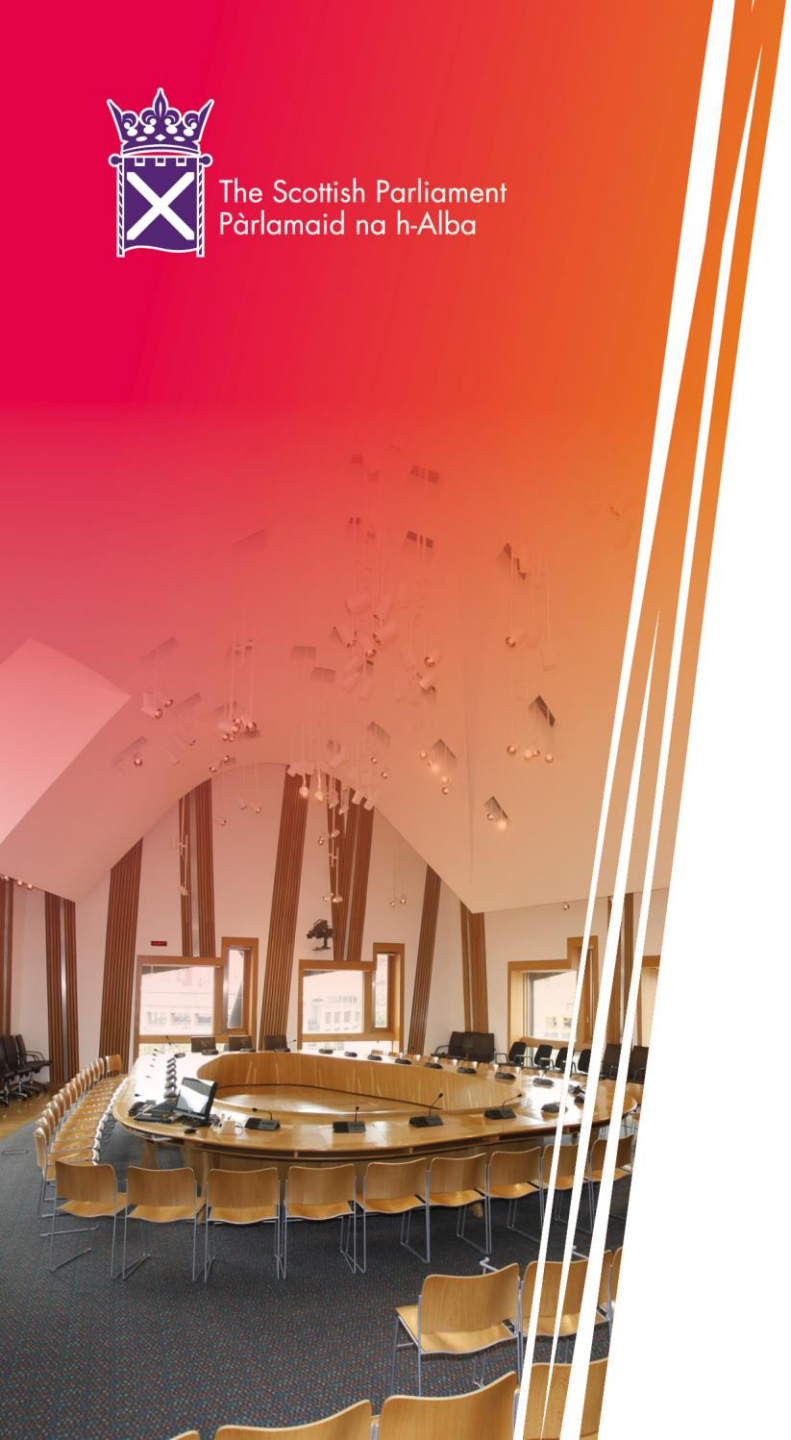

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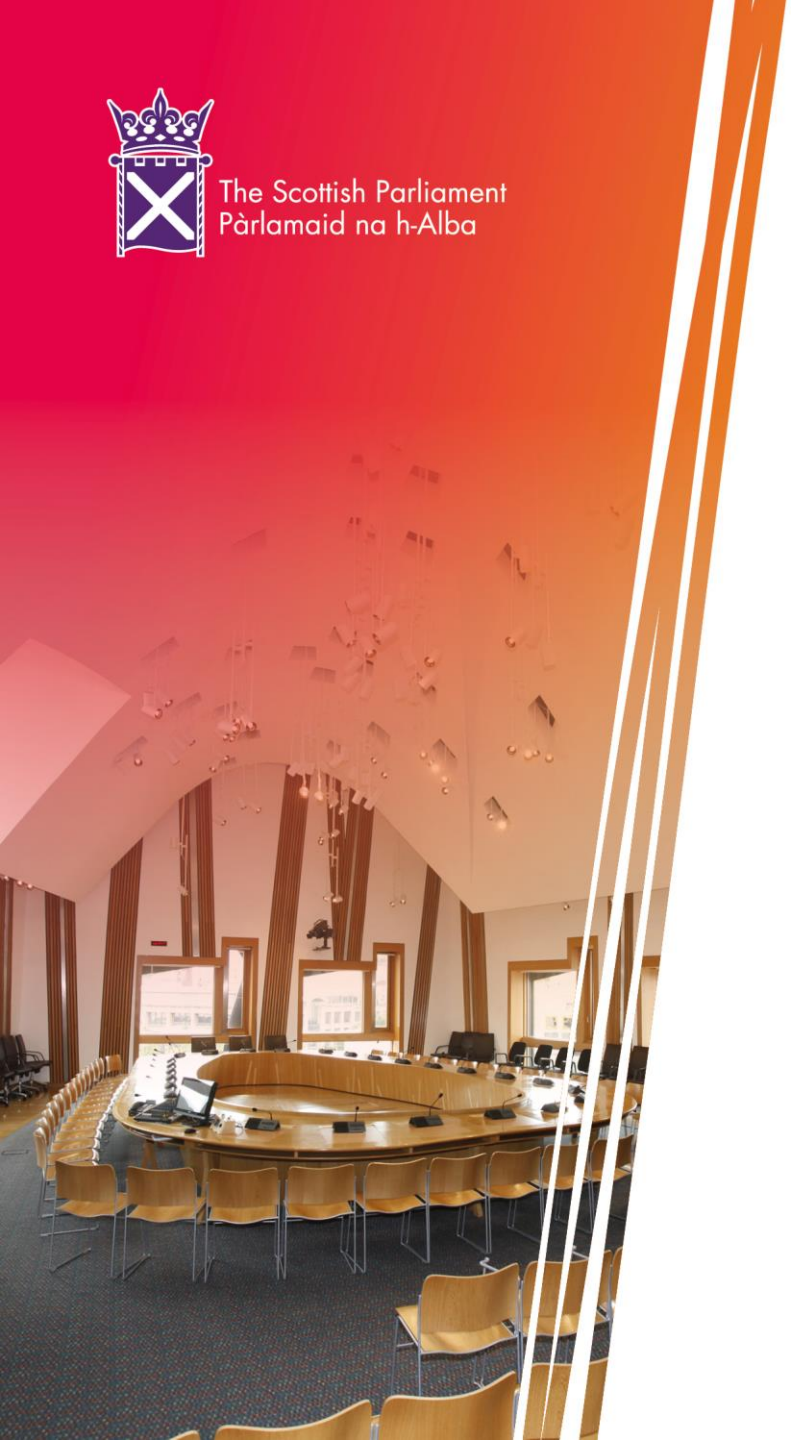

Decision Making Process – VOTING 25 MINS

Love it - I really want this to be a recommendation with no changes
ACTION- Vote with 1 sticky dot on scale

Live with it – I don't mind the recommendation, happy for it to remain
ACTION - Vote with 1 sticky dot on scale

Amend it - This recommendation needs changes and here is my suggested change (use a post-it note)
ACTION – Vote with 1 sticky dot AND
– If to vague then post-it with suggestions
- If merge then say with which one

Remove it – I really don't want this to be a recommendation
ACTION – Vote with 1 sticky dot
- If not answering the question or just don't like it

Collective Statement
Action
- tick anything you like – add notes for any further suggestions

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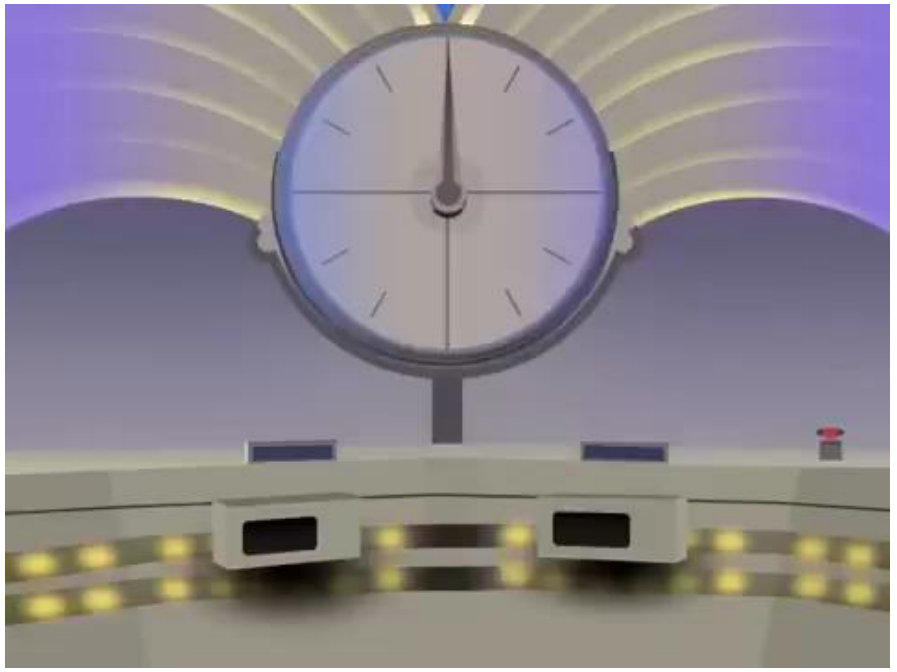
Please ensure all your votes are cast.

One sticky dot per idea



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Time for a break

10 minutes

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RESULTS OF VOTE NUMBER 1

30 Minutes to review and amend

Go to the recommendations where you've made suggestions for changes.

You can't be everywhere so trust the group to make changes.

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Time for a break

10 minutes

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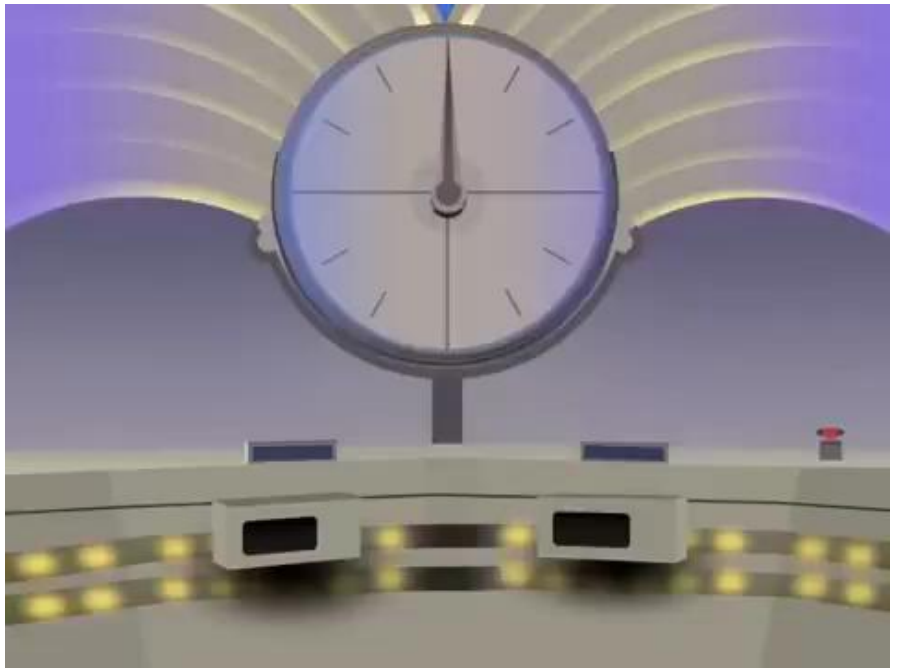
GET READY FOR VOTE #2



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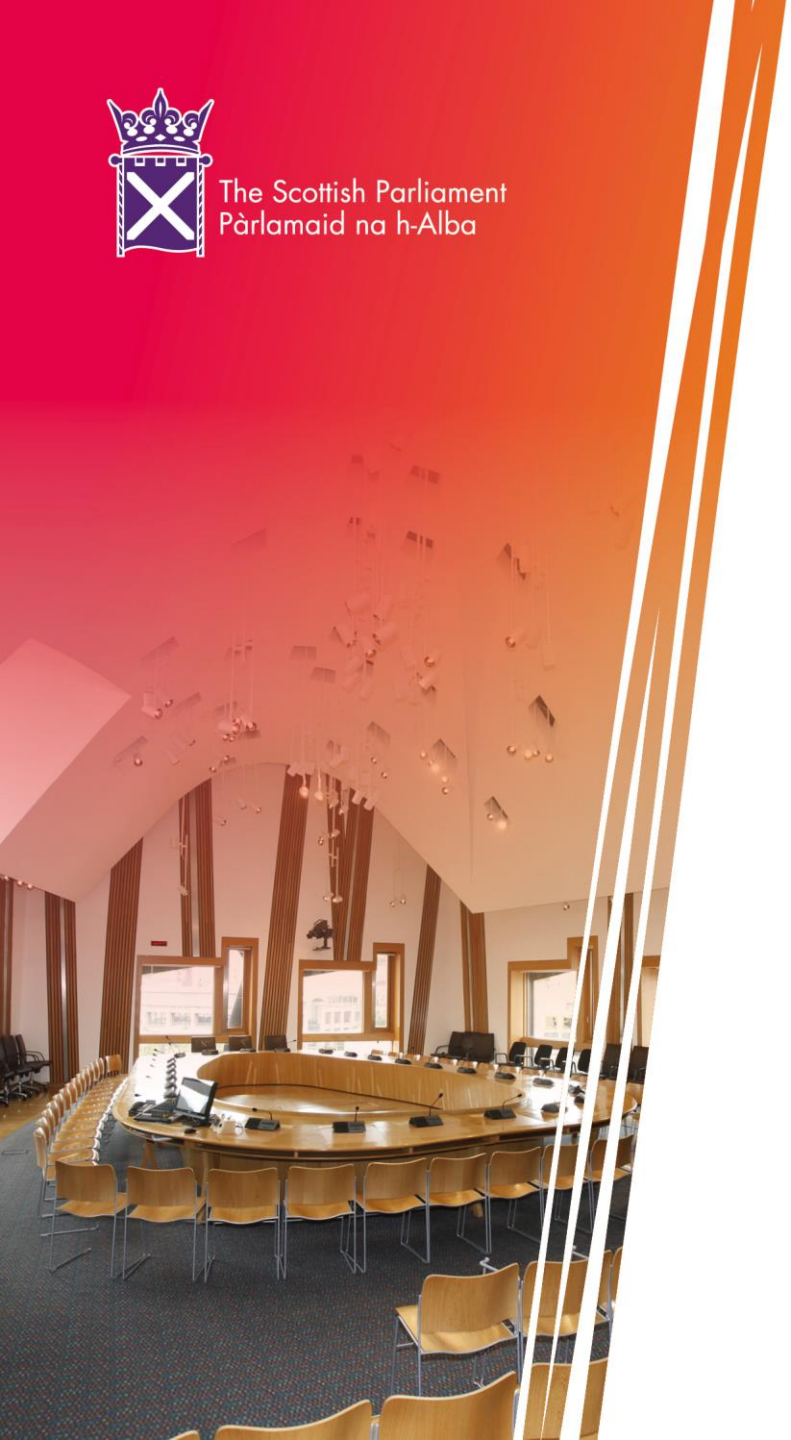

Decision Making Process

Agree themes → Have last evidence session → Confirm themes

Draft using template → 1st Vote using 4-point scale → Refining, amending, merging, improving

2nd Vote using 3 point scale and super majority → Final tweaks → Confirm recommendations

Decision Making Process

Sunday late morning: Moving to a 3-point scale using agreed super majority of 85% - **IF 4 PEOPLE VOTE REMOVE IT CAN'T PASS!**

Love it - I really want this to be a recommendation with no changes

Amend it - This recommendation needs changes before we can confirm it (might need a minority statement) – NO POST-ITS THIS TIME – SO HAVE A CLEAR IDEA OF WHAT YOU WANT TO CHANGE

Remove it – I really don't want this to be a recommendation

30 MINUTES – 1 DOT PER IDEA – ASK FACILITATORS OR FELLOW PANEL MEMBER IF YOU NEED HELP WITH UNDERSTANDING A RECOMMENDATION

Love it	Amend it	Remove it

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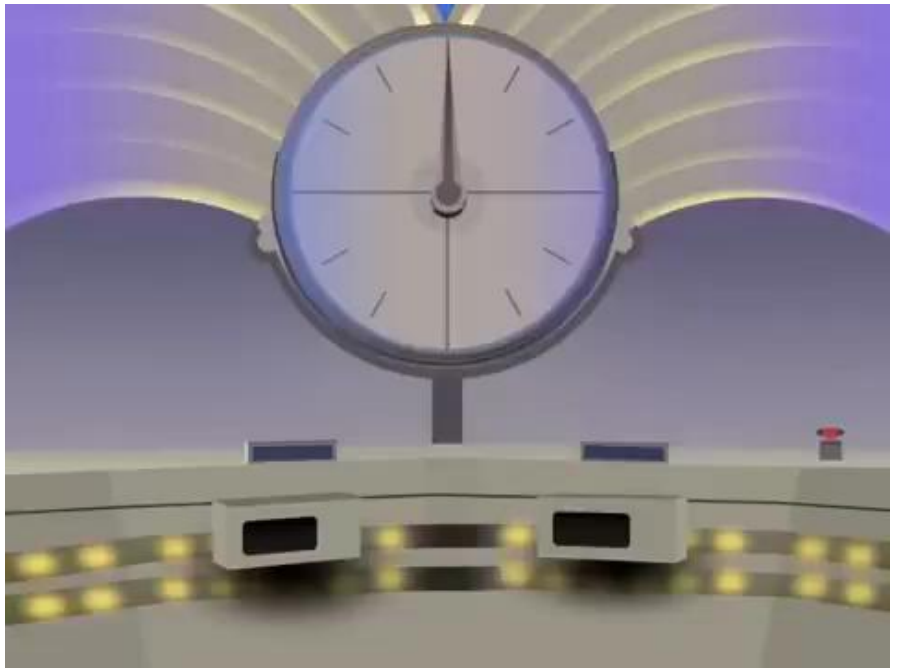
Please ensure all your votes are cast.

One sticky dot per idea



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RESULTS OF VOTE NUMBER 2

30 Minutes to review and amend

Go to the recommendations where you've made suggestions for changes/ or you've voted remove but the recommendation is still being discussed: Is a short minority statement needed?

You can't be everywhere so trust the group to make changes.

This is your last chance to make the recommendations as good as they can be!

Remember conversation guidelines and deliberation tips!

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Time for lunch

50 minutes

Confirming recommendations

GREEN CARD – APPROVE

RED CARD - REJECT

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WELL DONE!

PLAN

Random Selection Recruitment → Stewarding Board & Question → Information & Evidence Provision

RUN

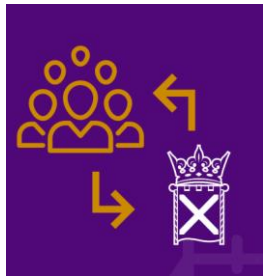
Getting the group working together → Learning Phase → Deliberation

DECIDE & REPORT

Consensus Based Decision Making → Recommendations → Passed on to Committee and used to hold government to account

What happens to your recommendations?

Recommendations go into a report that is given to the Net, Zero, Energy and Transport Committee



Members of the People's Panel will meet with the Committee to discuss your recommendations and experience of the panel

MSPs consider the report, use it to hold the Scottish Government to account and respond to recommendations

This is important for our democracy as we need to check that the laws we have are working and meet the needs of the people of Scotland.

WHAT HAPPENS NEXT?

1. **We will send you a draft of the recommendations and full report**

2. **Dates for diaries: 26 or 27 March for informal meeting with the Convener and members of the NZET Committee**

3. **And - the formal Committee meeting on 16th April – all welcome but will need 5 panellists to join the meeting to discuss the report**

4. **Committee will then consider what to do next and scrutinise the government**

5. **We will keep in touch about future Committee meetings and events**

6. **Before you leave you must complete your evaluation survey!**

Thank you!

PLEASE COMPLETE YOUR EVALUATION SURVEY

http://tiny.cc/sp24panel2